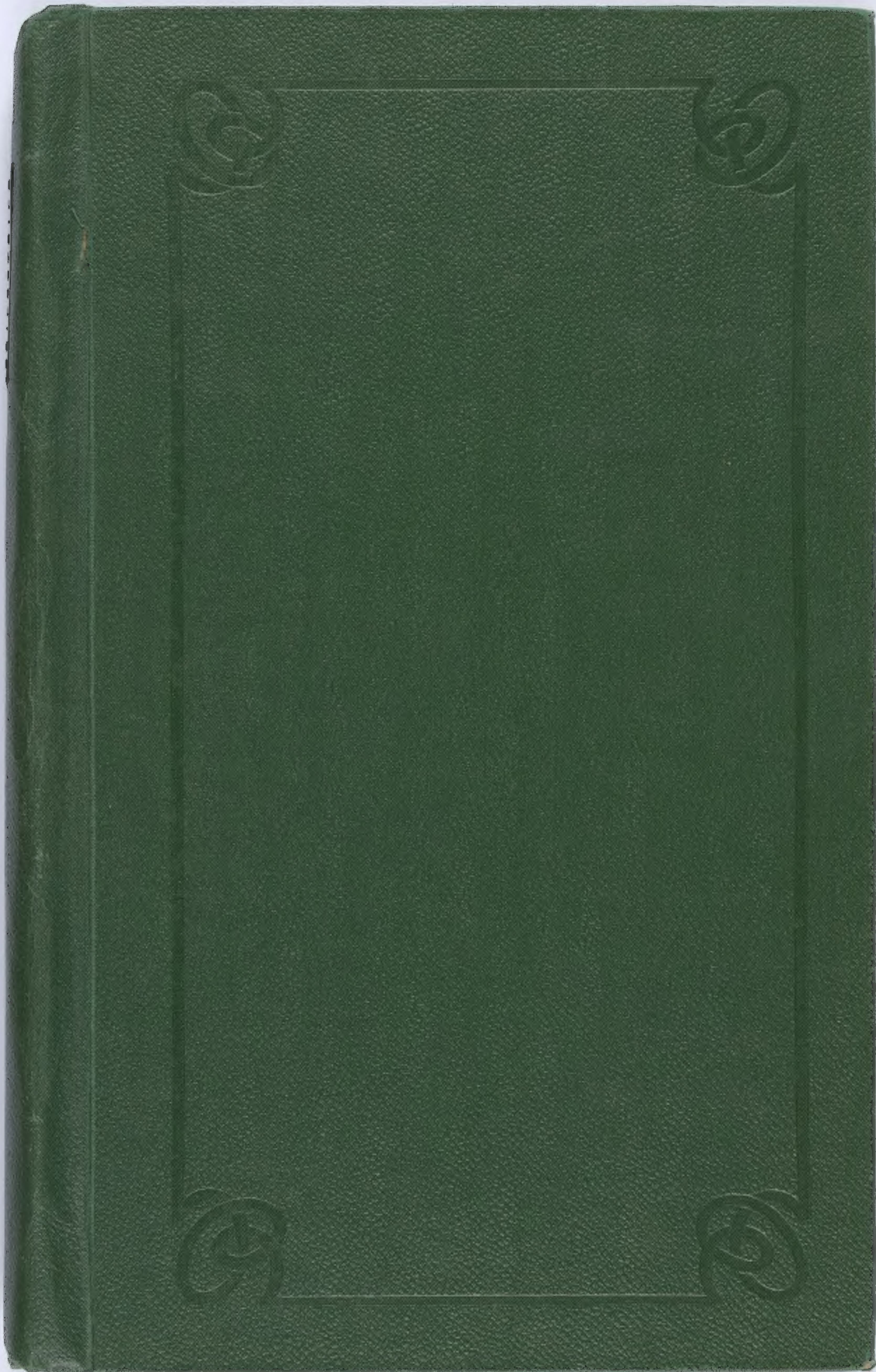




MINUTES

JULY 1974 to

JUNE 1975

VAUCLUSE HOUSE HISTORIC SITE

1

VAUCLUSE HOUSE/NIELSEN PARK HISTORIC SITE TRUST.

A MEETING OF THE TRUSTEES WILL BE HELD AT VAUCLUSE HOUSE
ON SUNDAY, 21ST JULY, 1974 AT 9.30 A.M.

A G E N D A

1. Apologies for absence.
2. Confirmation of Minutes of Meeting held 16th June, 1974.
3. Matters arising from Minutes
4. Correspondence.
5. General Business
 - (a) Method of display of "Batterie de Cuisine".
 - (b) Lease of Tea Rooms - Vaocluse Park.
 - (c) Lease of Gardener's Cottage - Vaocluse Park.
 - (d) Architectual Survey -- report of meeting of Executive with Mr. Lucas.
6. Secretary/Manager's Report.
7. Finance.

Accounts paid since the last Recoupment Summary was submitted to the Board are as detailed on Summaries as tabled. These have been passed by the National Parks and Wildlife Service and thus formal confirmation by the Board is now requested.
8. Any other business.

A.E. Hobson
Secretary/Manager.

VAUCLUSE HOUSE/NIELSEN PARK HISTORIC SITE TRUST

MINUTES OF MEETING HELD AT VAUCLUSE HOUSE HISTORIC SITE
ON SUNDAY, 21ST JULY, 1974 AT 9.30 A.M.

PRESENT:	Mr. H.L. Yelland	President (in the Chair)
	Mr. M. Finlay	Vice President
	Mr. J.R. Barrett	Treasurer
	Mr. H.T. Pierce	
	Mr. K.R. Doyle	
	Mr. P. Cook	
	Mr. M. Herford	
	Mr. H.A. Snelling	Counsellor

ON LEAVE OF ABSENCE: Mr. G.J. Crouch

IN ATTENDANCE: Mr. A.E. Hobson Secretary/Manager

MINUTES: The Minutes of the previous meeting were confirmed.

MATTERS ARISING FROM PREVIOUS MINUTES:

(a) Farewell Function to Dr. Cobden Parkes.

It was unanimously agreed that this should take the form of a farewell dinner on Saturday evening the 14th September, 1974 at 7 p.m. for 7.30 p.m. If available, Mr. Brodie Knight to be engaged as caterer.

(b) Advisory Panels.

The Trust re-affirmed the decision taken at the last Meeting not to set up permanent panels, but to appoint expert consultants as required. The President said that he had written to Professor Ward asking him to act as historical consultant, but had not yet received a reply. It was also his intention to ask the Government Architect, Mr. Webber to be consultant to the Trust on architectural matters.

Mr. Herford asked that his resentment at the tone of some of the letters from the "Friends of Vaucluse House" be recorded.

CORRESPONDENCE:

(a) re Nielsen Park.

The President read a letter which had been received from Mr. and Mrs. J.F. Richardson of 14, Greycliffe Avenue expressing deep concern at increasing hooliganism and vandalism in the Park, especially late at night. They attach no blame to the staff at Nielsen Park for whom they expressed nothing but praise for their vigilance and courage. After some discussion it was agreed that a special sub-committee be appointed to look into the whole matter, consisting of Messrs. Barrett, Pierce and Hobson. The Secretary/Manager undertook to write a suitable letter of appreciation to Mr. and Mrs. Richardson for their comments: he also advised the Meeting that, with the help of the police, one youth who had smashed through fencing and driven his vehicle round and round the paddock adjacent to Greycliffe Avenue at 2.30 a.m. on Sunday, 14th July, 1974 had been traced. Ranger Westbrook was discussing with the police what action should be taken against the offender.

(b) N.S.W. Police Band

The Secretary/Manager tabled a letter received from the Police Department advising that his request for the Police Band to play on the lawns in September was being considered.

(c) Dispute with M.W.S. & D. Board re water charges, Steel Point Cottage.

The Secretary/Manager presented a letter from the Secretary of the Board advising that as a result of negotiations carried on in recent months they had decided to cancel all back claims for payment of water rate based on rateable value and to charge on a consumption basis only. This decision resulted in us receiving a cheque to the value of \$21.23 to offset the overcharge made on the consumption basis since 1969. The Trust agreed that this was a very satisfactory conclusion to a difference of opinion with the Board which had existed over a period of four years.

(d) A letter from Miss Anna Conani.

The request of a third year architecture student at Sydney University, to examine documents relating to Nielsen Park for a project she is working on concerning the history and theory of landscape design was approved.

(e) A.B.C. Colour Television Operators' Course.

A letter from the A.B.C. thanking the Trust for the facilities provided for this course was read and the Trust noted with satisfaction a receipt of a donation to the funds of \$50.

(f) Feral Cats. Nielsen Park.

A further letter from Mrs. Lee Shields-Rossit concerning cats roaming wild in Nielsen Park was read and it was agreed that the Secretary/Manager should continue to deal with this matter by acknowledging this letter and then pass copies of all correspondence to the appropriate Department of N.P. & W.S.

(g) The Minister for Lands' Dinner Party. 8.7.1974.

The President mentioned that three letters of appreciation for the organisation of this function had been received by himself, the Vice President and the Secretary/Manager.

GENERAL BUSINESS:

(a) Method of Display of "Batterie de Cuisine".

There was considerable discussion on this subject, but all present agreed that a great deal of thought must be given to this matter. A sub-committee consisting of the President, Mr. Herford and the Secretary/Manager was appointed to look into this matter further and present a suitable scheme giving due regard to the security of this valuable acquisition.

It was further suggested by Mr. Cook that the sub-committee might consider seeking advice from Mr. Neville Baker, and the Secretary/Manager agreed to contact him.

(b) Lease of restaurant. Vaucluse Park.

The major part of the discussion revolved around the possibility of obtaining a liquor licence. Mr. Finlay and Mr. Doyle had tentatively discussed this matter with the Minister for Lands who had indicated that any application would receive his favourable consideration. Mr. Finlay quoted from a letter which he had already written to the President, indicating that all that would be required would be a restaurant licence which did not necessitate liquor being on sale for a minimum of ten hours per day. In fact, this type of licence would allow liquor to be sold between noon and 3 p.m. each day with a further hour permitted for "drinking up time". He also advised that it would be possible, by an alteration to Section 168 of the N.P. & W.S. Act for a ministerial licence to be granted. The Secretary/Manager further advised that he had a visit from Sergeant Windsor and a colleague of the Licencing Branch of the Police at Waverley, who indicated that there would be no objections from their Branch to a proposed licence, providing that additional toilet accommodation was provided adjacent to the restaurant consisting of one washbowl and a toilet for ladies and a washbowl, toilet and urinal for gentlemen. There would be no difficulty in providing this accommodation as a sewer line already exists for the staff toilet in the premises.

It was agreed that initially the Vice-President would draft a letter for the President to send to the Minister relating to the amendment to the Act to permit liquor sales in the proposed restaurant, but should the Minister's reply be unfavourable it was agreed that the Trust would support the application of the future lessee for the obtaining of a licence through the normal channels, with reasonable safeguards for the Trust written into the future lease.

(c) Lease of Gardener's Cottage. Vaucluse Park.

Having considered previous leases granted to employees, Mr. Finlay advised that he saw no reason to alter the format and it was agreed that a lease should be drawn up and that the nominal rental would be \$1 per week.

(d) Architectural Survey.

The President reported the findings of the sub-committee dealing with this matter and recommended that Mr. Clive Lucas should be engaged to carry out the survey. Whilst agreeing with the recommendation, Mr. Herford indicated that he personally, would object to any architect being given an open cheque. All members present agreed with his sentiments and it was confirmed that the President should write a suitable letter engaging Mr. Lucas with a limitation on initial expenditure of \$2,500. Mr. Cook expressed the view that our terms of reference should be as tight as possible and the President assured the Meeting that this would be borne in mind when writing the letter. He further indicated that draft of the letter would be read to Mr. Finlay for any legal comment, and that if

necessary Mr. R. Rowe of the "Friends" would be asked to assist in the drafting of specifications.

SECRETARY/MANAGER'S REPORT:

The report having been previously circulated was accepted and it was agreed that the quotation received from Wormald Bros. for the installation of a fire alarm system for the House should be accepted and the Secretary/Manager was instructed to negotiate with the Service regarding the financing of this project.

FINANCE:

Recoup summaries Nos. 59 - 64 were tabled. These had already been passed for payment and re-imbursed by the N.P. & W.S. and were formally confirmed by the Board.

OTHER BUSINESS:

The President congratulated Mr. K.R. Doyle on his election as President of the Friends of Vacluse House and then expressed the Trust's great appreciation of the leadership of the "Friends", since it was formed, by the retiring President, Mr. Harold Snelling.

Some discussion of the future activities of the "Friends" then took place and Mr. Doyle indicated that he would encourage them to concentrate on raising money for special projects with the accent on programmes having as much public relations value as possible.

STORM DAMAGE. NIELSEN PARK:

The Secretary/Manager advised that this had been examined by the Engineering Section of the N.P. & W.S. and by the Assistant Director, Mr. George King. The Meeting agreed that until definite recommendations were received from the N.P. & W.S. regarding the wharf area no action could be taken apart from warning the public that the area was dangerous. The Secretary/Manager advised that the necessary warning notice had already been erected, but without a man permanently on duty at the wharf it was extremely difficult to ensure full compliance with the instructions.

In so far as damage to the sea wall was concerned it was agreed that this must be attended to before the opening of the swimming season and the Secretary/Manager was empowered to deal with this.

ADMISSION FEES. VAUCLUSE HOUSE:

Some members felt that the admission fees were too low and the Secretary/Manager was requested to have discussions regarding the increasing of charges with the Head Office of N.P. & W.S. and to put this item on the agenda for further discussion at the August Meeting.

INSURANCE:

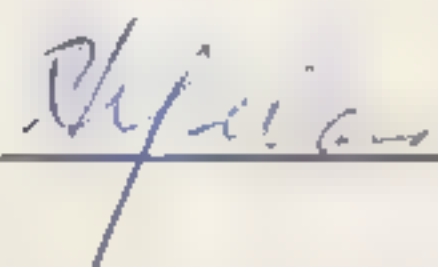
Mr. K.R. Doyle advised that he had almost finalised the necessary premium increases with the Government Insurance Office and would report further at the next Meeting.

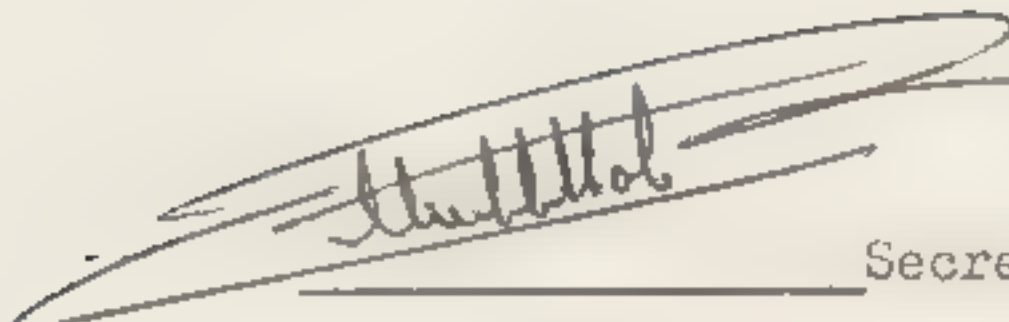
ARTICLE ON VAUCLUSE HOUSE:

As editor of "The Australasian Antique Collector", Mr. Cook indicated that he would like to write an article together with suitable photographs about Vaocluse House. As the proposal was heartily approved of by the Trustees present it was left for him to liaise with the Secretary/Manager who would provide him with as much information as possible.

There being no further business the Chairman declared the Meeting closed at 12.05 p.m.

Signed as true record,


Chairman
16 8 74


Secretary/Manager

VAUCLUSE HOUSE/NIELSEN PARK HISTORIC SITE TRUST.

REPORT FOR JULY, 1974

FROM: Secretary/Manager

TO: The Trustees

Gentlemen,

STAFF.

Mrs. Doris Kearney entered hospital at the end of the month for an operation on arteries leading to the heart and I am happy to report, that this was successful and her surgeons are pleased with the progress she is making toward recovery. It is, however, unlikely that she will be able to return to work in under two months. During her absence, Mrs. Hobson is performing her duties.

The review of salaries and wages by the Public Service Board was completed as forecasted in my June report. From job evaluation sheets compiled by the writer the Board has been able to equate the positions of Trust employees with similar positions in the National Parks and Wildlife Service. Most of the pay increases are quite substantial and will be automatically covered by the Service in our allocations for the current financial year. With the approval of the President the new pay scales were put into effect in the pay - week ending 31.7.1974. Details will be available for perusal by the Trustees at the August Meeting.

Proposed adjustments to the rates payable to casual workers during the next season at Nielsen Park are now being worked out by the P.S.B. in consultation with the writer and will be put forward for consideration by the Trust at the September Meeting.

VAUCLUSE HOUSE AND ANCILLIARY BUILDINGS.

General maintenance continues. All broken and cracked window panes in the House and dependencies have been replaced, a total of eighty-nine pieces of glass. Necessary pointing of stonework on the Bakery has been completed. In the wine-cellars, eroded stonework to the left of the window in the first cellar has been removed and new stone inserted to match in with existing foundation walls.

During the month Rentokil inspectors carried out their six-monthly survey of woodwork and furniture. No fresh termite activity was discovered so it appears that we now have the problem under control in all buildings. Small areas of previously affected woodwork in the main hall and the Guests' Diningroom will be made good in the near future.

FIRE ALARM SYSTEM.

After discussions with Mr. John Eagleton, Head of the Finance Division of the N.P. & W.S., the writer has submitted a formal request for funds to meet this expenditure.

ARTICLE ON VAUCLUSE HOUSE IN "THE AUSTRALASIAN ANTIQUE COLLECTOR".

All information required by Mr. Cook has been supplied and facilities given to his photographer to take a number of special shots.

INVENTORY.

Mr. Randall Reed has advised the writer that apart from close inspection of certain pieces of china in locked display cabinets this work is almost completed.

SECURITY.

As an aid to the future security of the kitchen area the writer has had the original door renovated and re-hung between the scullery and the larder/dairy area.

VAUCLUSE PARK.

Renovation of peripheral park fencing has proceeded well during a month of reasonably good weather.

A great deal of general clearing, pruning, treatment of lawns and planting-out of spring flowers has been made possible by the spell of fine weather. The appearance of the gardens should progressively improve during the next few weeks.

GARDENER'S COTTAGE.

All internal painting has been completed. The carpeting has been laid and the electrical installation finished as far as possible. Once Metter's supply the Electric Cooking Stove, which is considerably overdue on forecasted delivery, the cottage will be ready for occupation.

LEASE OF RESTAURANT.

The response to advertisements in the "Wentworth Courier" and "The Sydney Morning Herald" has, in the writer's opinion, been very good, and since they appeared, a great deal of the writer's time, in and out of normal office hours, has been taken up dealing with the enquiries. To date no reply has been received to the President's letter to the Minister regarding the proposed Restaurant Liquor Licence.

NIELSEN PARK AND CLARK ISLAND.

Certain essential repairs to the sea wall and entrance to the tunnel are required before the commencement of the swimming season in October. After a number of unsuccessful attempts to get contractors to come out and submit a quotation for the work, Ranger Westbrook approached a man who was doing some concreting at a house in Greycliffe Avenue. He made a survey and offered to do the job for \$950.00. In the writer's opinion, this is a reasonable figure considering the amount of work involved and, with the approval of the President, the contractor is being given an order to proceed. We are still trying to find someone who is prepared to sink a new pile to replace the one shifted from its foundations on the south side of the pool area.

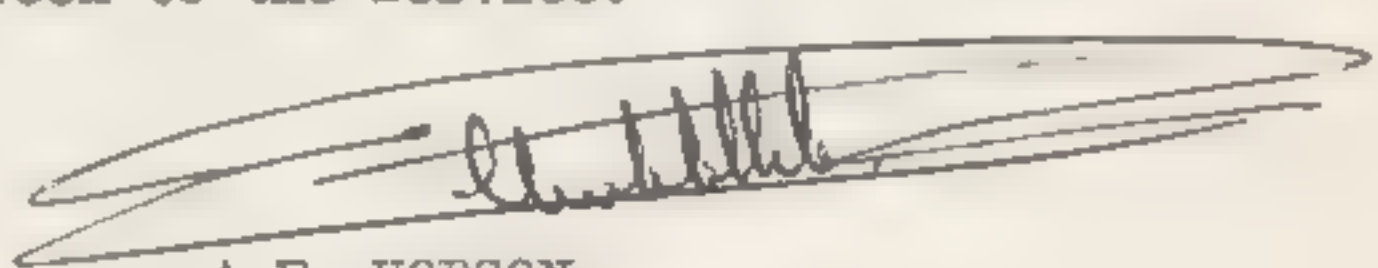
I have also asked Mr. Kelly who renewed the interior woodwork in the Gardener's Cottage at Vacluse Park to quote for the following:

(a) Making the Halbert Pavilion suitable for the storage of equipment which had to be removed from the dressing shed destroyed by the gales. At present this equipment is housed in the main dressing sheds, but will have to be moved out before the commencement of the swimming season.

(b) Essential repairs to the fence around the swimming enclosure.

(c) Erection of suitable low barriers on the unfenced section of the Greycliffe Avenue boundary of the Park to prevent cars and motor cycles being driven into the paddock late at night.

We continue to carry out our commitments at Clark Island and through the good offices of Ranger Westbrook we are now getting the freshwater tank re-filled, by Fenwick's as required, free of charge - a saving of some \$15.00 per week to the Service.


A.E. HOBSON
SECRETARY/MANAGER.
11.8.74.

JULY, 1974

FINANCIAL REPORT

Admissions to Vaucluse House

<u>Ticket Values</u>	<u>No. of Admissions</u>	<u>Income</u>
50¢	3566	\$1,783. 00
30¢	217	65. 10
20¢	540	108. 00
10¢	814	81. 40
Coach Tours & Party Admissions		
by Voucher: 50¢	662	331. 00
20¢	395	79. 00
10¢	<u>723</u>	<u>72. 30</u>
	6917	<u>\$2,519. 80</u>

Revenue

Despite industrial unrest during the month, admissions were a little higher than for the month of June. Total income inclusive of admissions, sales, rents etc. was \$3,219.95 of which General Revenue due to N.P. & W.S. was \$1,717.18 whilst \$1,502.77 was credited to the Special Purposes Account.

Budget

As our allocations for the current fiscal year are not yet to hand from the Service I have as far as possible operated, for this first month, within last years allocation.

SPECIAL PURPOSES ACCOUNT

<u>Item</u>	<u>Dr.</u>	<u>Cr.</u>
BY:		
Balance brought forward at 1.7.74		\$20,586. 67
TO:		
R.H. Kelly. Woodwork in Gardener's Cottage	\$1,242. 00	
* CRO Furniture for wardrobes	203. 10	
J.B. Hawkins for "Batterie de Cuisine"	3,250. 00	
Camberg's for carpets for Gardener's Cottage	919. 30	
BY:		
Revenue - admissions and sales		1,502. 77
TO:		
Balance carried forward at 31.7.74	16,475. 04	
	<u>\$22,089. 44</u>	<u>\$22,089. 44</u>

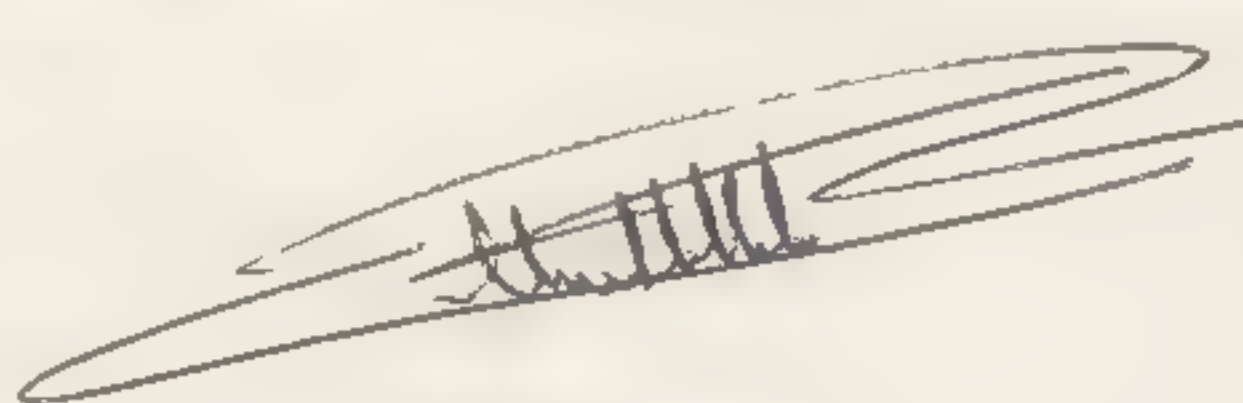
* This amount recoverable from Mr. J. Kearney

Commitments

Gardener's Cottage approximately	\$1,600. 00
Inventory. Mr. Randall Reed	500. 00
* Artstaff for 3,000 Portfolio of Drawings for sale	<u>5,915. 00</u>
	<u>\$8,015. 00</u>

- * The writer is negotiating with the Service to pay all or part of this bill.

Therefore, even if these negotiations are not successful, the minimum amount available in the Special Purposes Fund at 1.3.1974 is \$8,460. 04.



A.E. Hobson
SECRETARY/MANAGER.

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY ~~1~~ Park code 26

EXPENDITURE FROM ADVANCE A/C OF V.L.C. = Rs. 6,44,900 + 17% = Rs. 7,53,533

at Bank of N. & W. Vancluse (bank and branch)

for the period ended October 31, 1974 . 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped	
			\$	c
1	120986	W.J. Connelly	42.	00
2	120987	H. Westbrook	22.	50
3	120988	Hilliers Ropez, Twines and Textiles	71.	56
4	120989	Salaries and wages. w.e 3.7.1974	1051.	29
5	120990	Group Income Tax w.e. 3.7.1974. Public Moneys A/c	170.	05
6	120991	Franco Trading Co. Pty. Ltd.	186.	00
7	120992	Petty Cash	24.	67
8	120993	Salaries and wages. w.e. 10.7.1974	1393.	11
9	120994	Group Income Tax w.e. 10.7.1974 Public Moneys A/c	230.	35
10	120995	G. Marler. Plumbing Service	193.	40
11	120996	Waratah Taxi Trucks	25.	70
12	120997	Franco Trading Co. Pty. Ltd.	60.	00

TOTAL	..	..	..	..	\$	3,470.	63
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Vouchers totalling \$ 3470-63 were recouped on 51-11-1944

Accountant.

per:

ADVICE OF RECOUPMENT

39/3

12

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 2 Park code 25

EXPENDITURE FROM ADVANCE A/C OF Vaucluse House Historic Site

at Bank of N.S.W. Vaucluse (bank and branch)

for the period ended 24th July, 1974, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped	
			\$	c
13	120998	Commissioner of Payroll Tax	172.	72
14	120999	Caltex Oil Coy	64.	82
15	121000	Nanco Office Equipment	8.	30
16	121001	Inter - Decor	149.	00
17	121002	J. & M.D. Andrew Pty. Ltd.	208.	00
18	121003	Stuart Drum Coy	46.	00
19	121004	Goodrid Incinerator Coy	68.	30
20	121005	Ace Gutters	261.	40
21	121006	Lane Limited	70.	00
24	121009	Goodrid Incinerators	3.	00
25	121010	Frank O'Brien Pty. Ltd.	587.	58
26	121011	Salaries and wages. w.e. 17.7.1974	1175.	63
27	121012	Group Tax Public Moneys Account	196.	75
28	121013	Petty Cash re-imburement	32.	66
29	121014	Increas by petty	84.	64
30	121015	Sydney County Council	24.	89

TOTAL \$ 3,711 65

Vouchers totalling \$ 3,711 65 were recouped on

Accountant, [Signature]
per. [Signature]

ADVICE OF RECOUPMENT

39/2

13

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 3

Park code 26

EXPENDITURE FROM ADVANCE A/C OF Vaucluse house historic site

at Bank of N.S.W. Vaucluse (bank and branch)

for the period ended 24th July, 1974, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped	
			\$	c
22	121007	C.R.O. Furniture Pty. Ltd.	203.	10
23	12108	Richard H. Kelly	1242.	00

SPECIAL PURPOSES ACCOUNT
250 - 13 - 26 - 28

TOTAL \$ 1445. 10

Vouchers totalling \$ 1445-10 were recouped on 31 JUL 74

Accountant,

per:

ADVICE OF RECOUPMENT

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 4

Park code 26

EXPENDITURE FROM ADVANCE A/C OF ~~Vaucluse House Historic Site~~

at ~~Bank of New South Wales~~ (bank and branch)

for the period ended ~~24th July, 1974~~, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped	
			\$	c
31	121018	J.B. Hawkins Antiques	3,250.	00

SPECIAL PURPOSES ACCOUNT

250 - 13 - 26 - 28

TOTAL \$ 3,250. 00

Vouchers totalling \$ ~~3,250.00~~ were recouped on ~~24th July 1974~~

Accountant,

per: ~~the Clerk~~

ADVICE OF RECOUPMENT

VAUCLUSE HOUSE/NIELSEN PARK HISTORIC SITE TRUST.

A MEETING OF THE TRUSTEES WILL BE HELD AT VAUCLUSE HOUSE

ON SUNDAY, 18TH AUGUST, 1974 AT 9.30 A.M.

A G E N D A

1. Apologies for absence.
2. Confirmation of Minutes of Meeting held 21st July, 1974.
3. Matters arising from Minutes
4. Correspondence.
5. General Business
 - (a) Method of display of "Batterie de Cuisine".
 - (b) Lease of Restaurant - Vaocluse Park.
 - (c) Admission charges - Vaocluse House.
 - (d) Architectural Survey.
 - (e) Checking of vandalism and hooliganism in Nielsen Park.
6. Secretary/Manager's Report.
7. Finance.

Accounts paid since the last Recoupment Summary was submitted to the Board are as detailed on Summaries as tabled. These have been passed by the National Parks and Wildlife Service and thus formal confirmation by the Board is now requested.
8. Any other business

A.E. Hobson
Secretary/Manager.



VAUCLUSE HOUSE/NIELSEN PARK HISTORIC SITE TRUST

MINUTES OF MEETING HELD AT VAUCLUSE HOUSE HISTORIC SITE
ON SUNDAY, 18TH AUGUST, 1974 AT 9.30 A.M.

PRESENT: Mr. H.L. Yelland President (in the Chair)
 Mr. M. Finlay Vice President
 Mr. J.R. Barrett Treasurer
 Mr. H.T. Pierce
 Mr. K.R. Doyle
 Mr. M. Herford

 Mr. H.A. Snelling Counsellor

ON LEAVE OF ABSENCE: Mr. G.J. Crouch

IN ATTENDANCE: Mr. A.E. Hobson Secretary/Manager

MINUTES: The Minutes of the previous meeting were confirmed.

MATTERS ARISING FROM PREVIOUS MINUTES:

(a) Farewell Function to Dr. Cobden Parkes.

The Secretary/Manager reported that twenty-one acceptances for this function on the 14th September, had been received. Some discussion regarding a presentation to Dr. Cobden Parkes took place, but no definite decision was reached as many members felt that Dr. Parkes would not expect it and, indeed, might be seriously embarrassed if such a presentation was made.

(b) Advisory Panels.

The President was pleased to confirm that both Professor Ward of the University of Sydney and Mr. Webber, the Government Architect, had accepted his invitation to act as consultants to the Trust. Mr. Webber had also offered the services of any officers in his Department to assist in architectural matters. The Vice President suggested that all Trustees should be given an opportunity, at some future date, to meet these two gentlemen and it was left to the President to arrange this.

CORRESPONDENCE:

A letter from the Deputy Commissioner of Police was read confirming that the Police Band would be pleased to play in the grounds of Vacluse House on Sunday afternoon, 29th September. (Subsequently, Sergeant Mills, the band conductor, telephoned the writer asking if the date could be changed to Sunday, 6th October, as Mr. Maddison wanted them to play at a special function on the originally proposed date. As we had not undertaken any advertising, the writer advised Sergeant Mills that he felt sure that the Trust would be agreeable.)

- (b) A letter was tabled from the Goulburn Historical Society enquiring about some object known as Governor Macquarie's Cookbundoon Tree which has supposedly been on display at Vacluse House in the past. As no member of the Trust knew anything about this item the Secretary/Manager was instructed to write to the Society asking for further information. The latter also advised the meeting that he had already contacted Mr. Harper of the Royal Australian Historical Association and the Royal Botanic Gardens, neither of whom could throw any light on the subject.
- (c) It was agreed that a letter from the "Friends" concerning the kitchen should be dealt with when discussion took place under item 5a of General Business.
- (d) Another letter from the "Friends" enclosing a cheque for \$1200 as a contribution towards the cost of the architectural survey was received with great satisfaction.
- (e) The President read a letter he had received from the Deputy Director of the N.P. & W.S. confirming the regrading of certain positions of Trust officers and the general rationalisation of all staff positions to bring them in line with similar positions under the N.P. & W.S. All members present agreed that this was a very satisfactory outcome to the negotiations which had taken place during the previous six months with the Public Service Board.
- (f) A further letter, this time from Dr. Limbers, a resident in Greycliffe Avenue regarding the hooliganism and vandalism in Nielsen Park was read and passed over to the sub-committee concerned, for action.

GENERAL BUSINESS:

Method of Display of Batterie de Cuisine.

The Trustees adjourned to the kitchen where Mr. Herford expounded on the ideas of the sub-committee on this matter, and in principle, the meeting agreed to the proposals, but felt that it was essential that, prior to any large scale action being taken, the Trust should have the benefit of the advice on this area of Mr. Clive Lucas, who is to be in charge of the general architectural survey of the House. The Secretary/Manager advised that Mr. Lucas was currently on holiday, but he would be contacting him as soon as he returned with a view to having the kitchen survey carried out at the earliest possible moment. On returning to the Boardroom, the "Friends" letter relating to the re-constitution of the kitchen area was considered and after some discussion it was agreed that the President should write a suitable reply. Mr. Doyle, as President of the "Friends" stressed that all they wished to do was to help the Trust as much as possible and were awaiting a directive from them.

There was some further discussion on the best method of display of the "Batterie de Cuisine" and Mr. Herford indicated that he would be happy to ask for ideas from a contact he had in the Brighton Pavilion in England.

Lease of Restaurant, Vacluse Park.

After some discussion, mainly regarding the possible granting of a licence and the additional toilet facilities which this will require, it was confirmed that the Executive should deal with all applications and make the recommendation as to which one should be offered the lease.

Admission charges, Vacluse House.

At the request of the President, the Secretary/Manager had discussed this matter with the appropriate officers at the Head Office of the N.P. & W.S., who had indicated that the Minister was not generally in favour of increases of more than 20% except where children's charges were absurdly low in the light of continuing inflation. It was therefore, decided that, as we had to give the coach companies three months notice of any price changes, the following admission charges should come into effect from 1st January, 1975:

- | | |
|---|-----------|
| Adults: | 60 cents |
| Pensioners, University, Technical Colleges and all students over the age of 12 years: | 30 cents |
| Children under the age of 12 years: | 20 cents. |

Architectural Survey.

The President read to the meeting, his letter to Mr. Clive Lucas appointing him to carry out the architectural survey and this was accepted by the meeting.

Disturbances - Nielsen Park.

Mr. Pierce reported that on behalf of the Trust he had discussions with Sergeant Napier of the Vacluse Police Station who affirmed that the police would co-operate, in controlling vandalism and hooliganism in the Park, as far as lay within their power, but once again, asked us to point out to complaining residents adjacent to the Park, that the Vacluse Police Station closed at midnight and the area was controlled from, either Rose Bay or Bondi, until the following morning.

The Trust agreed that steps should be taken to instal a telephone in the Ranger's Cottage. It was also agreed that no action be taken to increase the lighting in the Park at the present time.

With reference to the unfenced section of the Park adjacent to the Municipal car park on Greycliffe Avenue, the Secretary/Manager advised that he had already called for a quotation for this fencing from Mr. Kelly.

SECRETARY/MANAGER'S REPORT:

The report having been previously circulated was accepted.

FINANCE:

Recoup summaries numbers 5, 6 and 7 were tabled and as these had already been passed for payment and endorsed by the N.P. & W.S. they were formally confirmed by the Board.

OTHER BUSINESS:

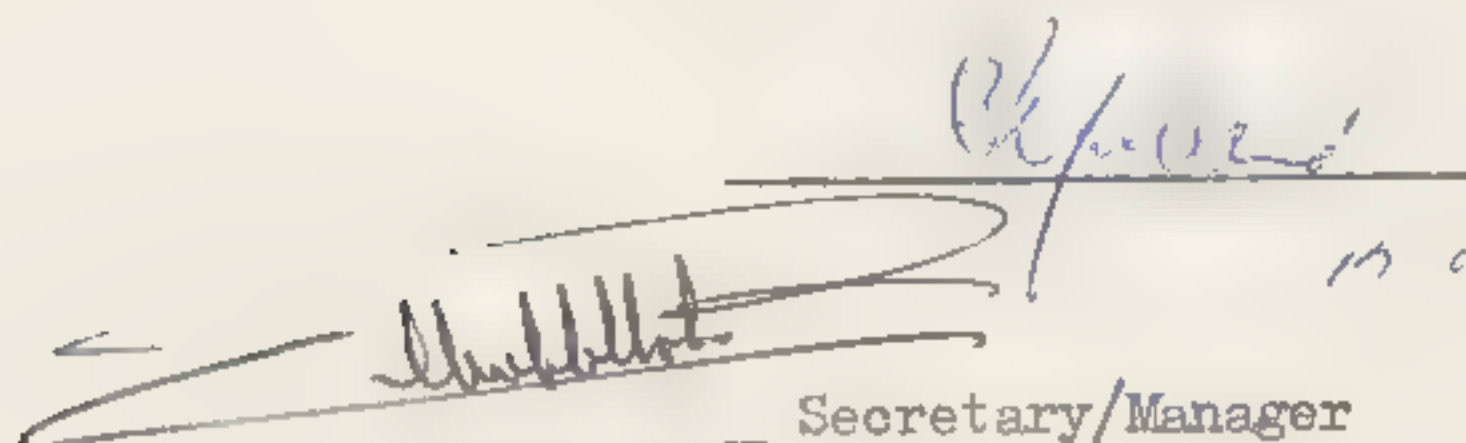
The Secretary/Manager advised that the portfolios of the drawings by Peter Longhurst were now available and after some discussion it was decided that the selling price should be \$4 per set, with a special price of \$3 for staff and members of the "Friends".

In view of correspondence which had taken place between the President and the artist, the Secretary/Manager was requested to arrange a meeting with Mr. Longhurst and Mr. D. Stothart of Artstaff Pty. Ltd. to formalise an agreement relative to the payment of royalties.

Mr. Snelling drew the Board's attention to the publication by the National Trust of a book on the life and times of Captain Piper, and it was agreed that a copy should be purchased for the library.

There being no further business the Chairman declared the meeting closed at 11.55 a.m.

Signed as true record


Secretary/Manager

VAUCLUSE HOUSE/NIELSEN PARK HISTORIC SITE TRUST

REPORT FOR AUGUST, 1974

FROM: Secretary/Manager

TO: The Trustees

Gentlemen,

STAFF

Mrs. Doris Kearney is back at home and is continuing to make a satisfactory recovery.

Mr. S. Walker of Nielsen Park staff proceeded on annual leave.

Mr. John Norton was engaged as a Gardener's Labourer to replace Mr. Tom Whitty, who resigned, as he was leaving Sydney.

VAUCLUSE HOUSE AND ANCILLIARY BUILDINGS.

Maintenance work continues: the tall chimney stack has been removed from the south-east roof of the kitchen and the Esse stove from the Manager's flat; new guttering has been fixed to the sides of the dormer windows of the flat and the guttering on the east wall has been restrapped.

A quotation has been requested for repainting of all external walls and woodwork where required. Careful replacement of some of the woodwork in the House, previously damaged by white ants has been done and further restoration is proceeding.

Pointing of the stonework of the stable is continuing where necessary.

FIRE ALARM SYSTEM.

The writer has discussed this matter with appropriate officers of the Service and they advised us to proceed with ordering before the price goes up. If the Trust are prepared to stand the cost of Stage 1 of the architectural survey from the Special Purposes Account (\$2,500, of which the Friends have already made a contribution of \$1,200) then the sum of \$6,000 in our budget can be transferred to cover the cost of the installation in the House. The Service thoroughly approve of the Contractors and the system which is similar to one currently being installed at Kosciusko.

INVENTORY.

No further information available.

SECURITY.

With the pending development of the kitchen consideration should be given to a subsidiary burglar alarm system to cover this area.

VAUCLUSE PARK.

During the month the Beach Paddock and the foreshore were thoroughly cleaned, but the Beach is still a great problem as within a week of cleaning, the flotsam and jetsam is just as bad as it was before the clean-up.

General maintenance work continues and most lawns have received their first mowing of the new season. Due to heavy rains loosening the soil we have lost a very beautiful surface rooted cypress adjacent to the east end of the Tea Rooms.

GARDENER'S COTTAGE.

All work apart from a little external touching up of painted surfaces has been completed. Mr. and Mrs. J. Kearney entered into occupation of the cottage on the 23rd August.

LEASE OF RESTAURANT.

The Executive will make a full report at the Trustees' Meeting on the 18th September. At the time of writing the report, no further communication has been received from the Minister relative to the licensing of the premises.

LICENCES FOR TRUST PREMISES PROVIDED FOR EMPLOYEES.

The necessary licences have been prepared by the Legal Department of the N.P. & W.S. and should be ready for signing in the near future.

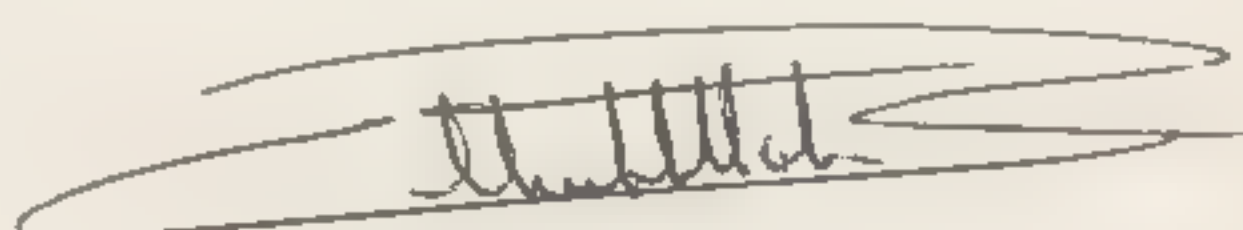
NIELSEN PARK AND CLARK ISLAND.

The damage to the sea wall has been repaired at a cost of \$950. The dislodged pile will be replaced within the next 7 to 10 days dependent on weather conditions at a cost of \$1,250. These amounts are fully recoverable through the Service from Federal Government Storm Damage Funds.

The writer has had further discussions with the Operations Division of the Service re the future of the wharf, but no firm recommendation has yet been made. The damaged section, which is our responsibility has been examined by Mr. Keen, Works Supervisor of Sydney Bridge and Pile Co. Pty. Ltd., who advises that none of the old timbers are suitable for re-construction. He has roughly estimated that to demolish this section and the old dressing shed would be between \$4,000 and \$6,000, and to then rebuild as it was could be between \$30,000 and \$40,000. This information has been passed on to Operations Division.

It has been definitely established that the Maritime Services Board is responsible for the wharf beyond the mean low water mark and therefore, the Service thinking tends to favour returning the west cliff of Shark Bay to a state of nature and requesting the Maritime Services Board to remove their section of the wharf.

Supervision of Clark Island continues as a routine commitment.



A.E. HOBSON
SECRETARY/MANAGER
7.9.1974

AUGUST, 1974

FINANCIAL REPORT

Admissions to Vacluse House

<u>Ticket Values</u>	<u>No. of Admissions</u>	<u>Income</u>
50¢	3381	\$1690. 50
30¢	237	71. 10
20¢	915	183. 00
10¢	906	90. 60
Coach Tours & Party Admissions		
by Voucher 50¢	537	268. 50
20¢	249	49. 80
10¢	648	64. 80
	<u>6873</u>	<u>\$2418. 30</u>

REVENUE

Although August is traditionally a "slack" month admissions were less than 50 under July, 1974. Total income inclusive of admissions, sales, rents, etc. was \$4,388.56 of which General Revenue due to N.P. & W.S. was \$1,683.94 whilst \$2,704.62 was credited to the Special Purposes Account. \$1,200 of this latter amount was the donation from the "Friends of Vacluse House" towards the cost of the forthcoming Architectural Survey.

BUDGET

Allocations are not yet to hand for the current financial year, so I am continuing to operate as near as possible within last years budget.

SPECIAL PURPOSES ACCOUNT

	Item	<u>Dr.</u>	<u>Cr.</u>
BY:			
	Balance brought forward at 1.8.74		\$16,475. 04
TO:			
	Scott Bonar Ltd for Deutcher	\$494. 00	
	r Mower		
	Inter Decor-Paining Gardener's		
	^ Cottage	895. 81	
	Grafton Galleries - copper		
	ware	256. 00	
	Rose Bay Flowers (Mrs.D.Kearney)	15. 00	
BY:			
	Revenue		2,704. 62
TO:			
	Balance carried forward at 31.8.74	\$17518. 85	
		\$19,179. 66	19,179. 66

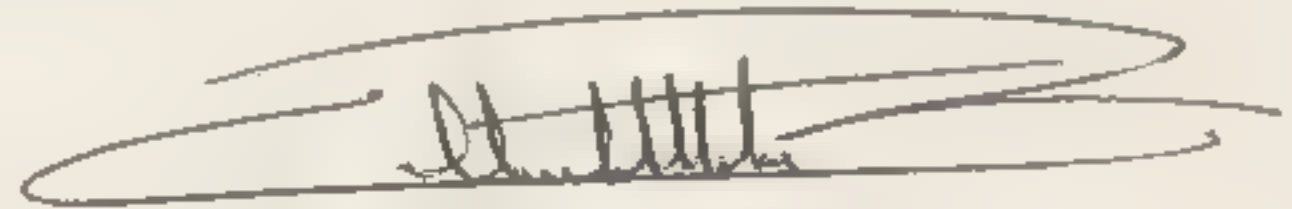
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COMMITMENTS

Gardener's Cottage, approximately	\$700. 00
Inventory (Mr. R. Reed)	500. 00
* Artstaff ($\frac{1}{2}$ cost of 3,000 portfolios of drawings for sale)	2962. 50
	\$4162. 50

- * The Secretary/Manager has negotiated with the Service to share the cost of these portfolios on a 50-50 basis.

Therefore, the amount available in the Special Purposes Account at 1.9.1974 is \$13,356. 35.



A.E. HOBSON
SECRETARY/MANAGER.

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECoup SUMMARY 5

Park code 26

EXPENDITURE FROM ADVANCE A/C OF Vaucluse House Historic Site

at Vaucluse (bank and branch)

for the period ended 31st July, 1974, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped	
			\$	c
32	121017	Wages and salary w/e 24.7.1974	1027.	69
33	121018	Public Moneys Account. Group Tax	169.	90
34	121019	Frans Trading Co.	105.	00
35	121020	Hodgson & Lee. Plumber	169.	90
36	121021	Tanner and Middleton	93.	30
37	121022	Bruce & Allen Pty. Ltd	13.	30
38	121023	National Trust of Aus.	6.	30
39	121024	Tubemakers of Aust. Pty. Ltd.	22.	77
40	121025	Eastern Suburbs Lime & Cement	106.	34

TOTAL \$ 1714. 50

Vouchers totalling \$1 were recouped on

Accountant,

per: 

ADVICE OF RECOUPMENT

63/21

25

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 6

Park code 26

EXPENDITURE FROM ADVANCE A/C OF Laurens house historic site

at Bank of America Vaughan (bank and branch)

for the period ended 31st July, 1974, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped
41	121026	Cambergs Carpets Pty. Ltd.	919. 30 ^c

SPECIAL PURPOSES ACCOUNT

250 - 13 - 26 - 28

TOTAL . . . \$ 919. 30

Vouchers totalling \$ 919.30 were recouped on

Accountant,

per: 

ADVICE OF RECOUPMENT

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 7

Park code 26

EXPENDITURE FROM ADVANCE A/C OF Vanuatu National Historic Site

at Vanuatu National Historic Site (bank and branch)

for the period ended 31st July, 1974, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped	
			\$	c
42	121027	Salary and wages. w.e. 31.7.1974 Retrospective wages.	1370. 2732.	31 65
43	121028	Group Tax. w.e. 31.7.1974 Group Tax. Retrospective wages	308. 976.	90 85

TOTAL \$ 5388. 71

Vouchers totalling \$5388 were recouped on 31st July 1974

Accountant,

per: *[Signature]*

ADVICE OF RECOUPMENT

VAUCLUSE HOUSE/NIELSEN PARK HISTORIC SITE TRUST

A MEETING OF THE TRUSTEES WILL BE HELD AT VAUCLUSE HOUSE

ON SUNDAY, 15TH SEPTEMBER, 1974

AT 9.30 A.M.

A G E N D A

1. Apologies for absence.
2. Confirmation of Minutes of Meeting held 18th August, 1974.
3. Matters arising from Minutes
4. Correspondence
5. General Business
 - (a) Lease of Restaurant - Vaocluse Park
 - (b) Leases of premises to staff
 - (c) Reconstitution of kitchen and scullery
 - (d) Position of Honours Board
6. Secretary/Manager's Report
7. Finance

Accounts paid since the last Recoupment Summary was submitted to the Board are as detailed on Summaries as tabled. These have been passed by the National Parks and Wildlife Service and thus formal confirmation by the Board is now requested.
8. Any other business

A.E. Hobson
Secretary/Manager.

VAUCLUSE HOUSE/NIELSEN PARK HISTORIC SITE TRUST

MINUTES OF MEETING HELD AT VAUCLUSE HOUSE HISTORIC SITE
ON SUNDAY, 15TH SEPTEMBER, 1974 AT 9.30 A.M.

PRESENT:	Mr. H.L. Yelland	President (in the Chair)
	Mr. M. Finlay	Vice-President
	Mr. J.R. Barrett	Treasurer
	Mr. H.T. Pierce	
	Mr. K.R. Doyle	
	Mr. P. Cook	
	Mr. M. Herford	

Mr. H.A. Snelling	Counsellor
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ON LEAVE OF ABSENCE:	Mr. G.J. Crouch
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IN ATTENDANCE:	Mr. A.E. Hobson	Secretary/Manager
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MINUTES:	The Minutes of the previous meeting were confirmed.
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MATTERS ARISING FROM PREVIOUS MINUTES:

(a) Police Band.

The Secretary/Manager advised that, as Mr. Maddison required the Police Band on the 29th September, he had agreed that he recital should be put forward to Sunday, 6th October, 1974

(b) Longhurst Drawings

The Secretary/Manager advised that subsequent to a meeting with Mr. Longhurst, and Mr. Duncan Stothart of Artstaff Pty. Limited, a draft agreement on royalties etc. had been drawn up to the satisfaction of all three parties. Its format had been approved by the Vice-President and he requested Trust approval to forward the draft to the Legal Department of the Service for the preparation of the official documents. This approval was given.

CORRESPONDENCE:

(a) National Trust

A letter from the National Trust apologising for a data error in the advertising leaflet for their forthcoming publication "Historic Houses of Australia", relative to the building of Vaucluse House was noted.

(b) Nielsen Park Jetty

A letter from the Maritime Services Board finally acknowledging their responsibility for the seaward end of the jetty in Shark Bay was received with satisfaction. Considerable discussion then took place regarding the future of the structure in the light of the serious damage it had sustained during the winter gales at the landward end. Mr. Barrett felt that if possible it should be repaired and preserved, whilst Mr. Snelling expressed the view that as the jetty now served no useful purpose it should be dismantled. The Secretary/Manager advised that after discussions with

Service officers he was of the opinion that they favoured demolition of the structure and the restoration of the west cliff of Shark Bay to a state of nature. Verbal discussions with Mr. Keen, Works Supervisor of Sydney Bridge and Wharf Co. Pty. Ltd., had resulted in him expressing the opinion that demolition of the damaged section of the wharf which is our responsibility would cost between \$12,000 and \$15,000. Reconstruction would cost between \$60,000 and \$80,000 on top of that figure. None of the original timbers were fit for re-use. After some further discussion it was agreed that Mr. Finlay's offer to examine the file on the jetty should be accepted and that he should report his findings at a subsequent meeting of the Trustees.

(c) Architectural Survey.

The President read a letter from Mr. Clive Lucas accepting the Trust's commission to carry out Stage 1 of the architectural survey on the House. In view of the hourly rates quoted by Mr. Lucas, Messrs. Finlay, Doyle and Herford all expressed the view that an attempt should be made to tie Mr. Lucas down to a firm price for the proposed plans. The President agreed to approach Mr. Lucas in this matter, but indicated that it may not be necessary for a complete set of new plans to be prepared as he had been advised that an excellent set of plans drawn in 1966 was available at the Mitchell Library. It was left to the Secretary/Manager to advise Mr. Lucas of the existence of these plans, which if satisfactory, would enable the architect to proceed with the more detailed investigations part of the survey. In this connection it was considered advisable that he should contact the Chief Archivist of the Mitchell Library, who, it was understood, had a lot of information on file about the House going back for many years.

(d) Ranken Coach.

A letter from the Royal Australian Historical Society was read indicating their desire to re-possess the Ranken coach at present housed in the stables. It is understood that this will be going to the Old Sydney Town project at Somersby near Gosford, and it is unlikely that it will ever be returned for display at our Site. The President suggested that we should attempt to obtain a suitable coach or gig to replace the one now being re-possessed and Mr. Snelling suggested that an approach should be made to the R.A.H.S. to see if they had a suitable vehicle available. The president, however, considered that the Cobb and Co. coach was somewhat out of place in our stables and requested that the Secretary/Manager see if it could be exchanged for a more suitable exhibit. The Secretary/Manager undertook to deal with this matter.

(e) Letters to the press.

Copies of two letters appearing in the columns of the Sydney Morning Herald expressing certain criticism of the administration of the Site were considered by the Meeting and it was agreed that no action should be taken apart from

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re-wording the sign at the Olola Avenue entrance and changing the colour to black and white. It was left with the Secretary/Manager to make the necessary arrangements with the signwriter.

GENERAL BUSINESS:

(a) Lease of Vaocluse Park Restaurant

On behalf of the Executive the President suggested that the tender submitted by Michael Avenell Catering Coy. should be accepted and it was agreed that initially a licence should be granted for the operation of the restaurant for a period of six months, during which time discussions could be carried out between the licensee and the Trustees regarding the format of a lease of the premises of between three and five years. Mr. Cook proposed, and Mr. Pierce seconded, that the recommendations of the Executive should be accepted and the motion was unanimously agreed to by the Trustees.

The Secretary/Manager was instructed to check on the financial status of the Company and to arrange for plans to be drawn up pending a future application for a liquor licence. The Vice President recommended that the Legal Department of the N.P. & W.S., when drawing up the initial licence and the subsequent lease, should avail themselves of advice from Mr. K. Smithers who had a wide experience in these matters extending over many years. The Secretary/Manager undertook to advise the Service of this recommendation.

(b) Licences of premises occupied by employees of the Trust.

The Secretary/Manager advised that these had now been drawn up by Mr. Bruce Wilson of N.P. & W.S. Legal Department and the meeting empowered the President to sign on behalf of the Trustees.

(c) Re-constitution of Kitchen area.

The meeting agreed that nothing further could be done in this matter until advice had been received from Mr. Clive Lucas, and the Secretary/Manager was requested to get Mr. Lucas on site as soon as possible in order to obtain his recommendations regarding the removal of the plaster from the chimney breast and the possible demolition of the wind break. The President further suggested that Gilberthorpe's room be restored for opening to the public and that, after renovations had been carried out, the Friends of Vaocluse House should be asked to put forward recommendations regarding the furnishing of this room. The Trustees agreed with this proposal.

(d) Honours Board.

The Trustees adjourned to the old paint shop to view the Honours Board provided by the Service and it was agreed that this should be located in a suitable position in the Board Room.

SECRETARY/MANAGER'S REPORT:

The report having been previously circulated was accepted, and the following items came up for discussion:

(a) Fire Alarm System.

It was agreed that, in view of the Secretary/Manager's discussions with the Finance Department of the Service, we should proceed with all possible speed to have the system installed in the House, but not at present in the stables.

(b) Inventory.

The Secretary/Manager was instructed to press Mr. Randall Reed to complete this as soon as possible in order that our insurance premiums can be settled at an early date with the Government Insurance Office.

(c) Security.

It was agreed that the Secretary/Manager should investigate the cost of installing a subsidiary burglar alarm system in the kitchen area.

FINANCE:

Recoup summaries numbers 8 - 13 were tabled and as these had already been passed for payment and endorsed by the N.P. & W.S. they were formally confirmed by the Board.

OTHER BUSINESS:

(a) Iron Gates. East wall of courtyard

The Secretary/Manager advised that he had held further discussions on site with Mr. Dunlop who had given a verbal estimate of \$2,500 for manufacture and installation. Mr. Dunlop was now preparing drawings and a written quotation for this work. It was agreed that, before any order was given for the manufacture of the gates, Mr. Dunlop should be introduced to our architect, Mr. Lucas, with a view to ensuring that the gates were compatible with the period in which the House was built.

(b) Blue Mountains Exhibition.

It was agreed that a sum of up to \$300 be allocated for renovation and repair of this display in order to make it as "visitor proof" as possible. The Secretary/Manager undertook to have further discussion in this matter with B.K.S. Displays.

(c) Agenda Items - October meeting.

The Vice President gave notice that he would like to discuss with other Trustees at the next meeting the question of the parking of cars in the paddocks and the re-building of the gardener's quarters at the rear of the stables. It was agreed that both these items should be included in the agenda of the Trust meeting of the 20th October.

Mr. Herford also suggested that the establishment of Trust committees be considered.

(i) Recital by the Band of the N.S.W. Police on 6th October.

The Secretary/Manager advised that he proposed adver-

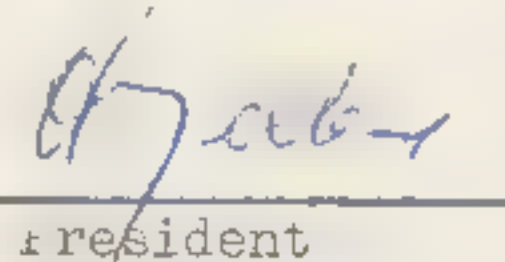
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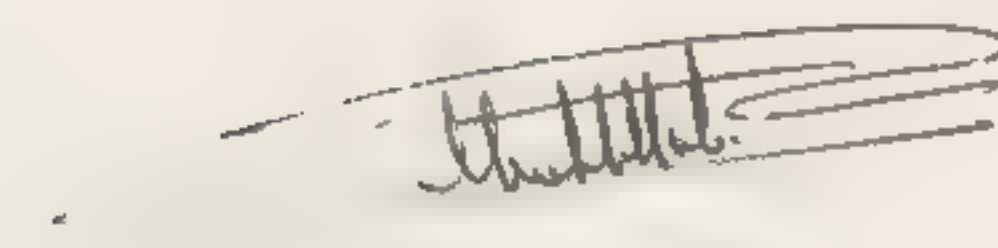
tising this event in the Wentworth Courier. Mr. Cook suggested that it should also be advertised in "This Week in Sydney" and the meeting agreed to him arranging this.

The Secretary/Manager requested, and was granted, leave of absence on the 24th and 25th September to chair an Automation Symposium being held in connection with an International Engineering Exhibition at the Sydney Showground.

In closing the meeting at 11.25 a.m. the President asked the members to note that the election of Trust Officers for the ensuing year would take place at the October meeting.

Signed as true record


President


Secretary/Manager

VAUCLUSE HOUSE/NIELSEN PARK HISTORIC SITE TRUST

REPORT FOR SEPTEMBER, 1974

FROM: Secretary/Manager

TO: The Trustees

Gentlemen,

STAFF

There has been a considerable amount of illness amongst Vaucluse House staff during the month and at any one time there has never been a full complement of staff on duty.

Mrs. D. Kearney is still on convalescent leave and continues to make a steady recovery.

Mrs. P. Hall, Mrs. J. O'Connor, Mrs. O. Sames and Mr. J. Kennedy have been absent suffering from influenza, fortunately not all at the same time.

Mrs. Hall and Mrs. O'Connor each took one week of their leave entitlement. Mrs. Hobson has once again proved her versatility by switching from one job to another as the occasion demanded.

I discharged Mr. V. Verass, gardener's labourer as his work performance became quite unsatisfactory. No suitable replacement has yet been found.

Mr. S. Walker of Nielsen Park staff returned from his annual leave a week early in order to allow Mr. Peter Bloomfield to proceed on his honeymoon immediately following his marriage.

Mr. H. Westbrook attended a tree-surgery course organised at Ku-ring-gai National Park by the Service, for one week. From subsequent conversations I have had with him, the course appears to have been most successful and the knowledge he has acquired should prove to be very useful to us in the future.

Mr. B. Binnie our part time carpenter has been forced to cease work due to continuing ill health. I have been fortunate in finding an excellent replacement in Mr. Ivor Wilson who lives locally. He will work for the Trust, as required, on a contract basis.

VAUCLUSE HOUSE AND ANCILLIARY BUILDINGS

General maintenance work continues: the unserviceable iron guttering and fall pipes on the east side of the stables has been replaced in copper and that on the western side has been repaired where necessary. Pointing of the masonry where required has been completed.

The Ranken Coach has been re-posessed by the Royal Australian Historical Society and steps are being taken to find some suitable vehicle to replace it. At the request of the Director, N.P. & W.S., we are temporarily storing a Cobb & Co., Royal Mail Coach in the Fodder Room. This will eventually be housed permanently at the Hill End Historic Site which has been restored under the direction of our architect, Mr. Clive Lucas.

The Trustees' and female staff toilets have been repainted.

BLUE MOUNTAINS EXHIBITION.

A representative of B.K.S. Displays has examined this exhibit once again and I hope to have his recommendations and quotation for presentation at the next Trust Meeting. The costume display cabinet has been prepared to receive the models being dressed by Mrs. Kiernan.

COSTUME ROOM.

Mrs. Kiernan and the writer re-arranged some of the exhibits in three cases to make room for additional exhibits including a taffeta padded petticoat and two samplers of the mid 19th century. The beautiful ruby and pearl ring of the convict girl, Margaret Catchpole who was befriended by Captain Piper and his family has also been placed on exhibition in one of the display cases.

PICTURE FRAMING.

The de Closey oil painting of the stables which I found some time ago in the Archives has been cleaned, restored and framed. The line drawings by Mr. O'Leary of Sir Henry Brown-Hayes ancestral home "Mount Vernon" and of the church in which his remains are interred at Cork in Eire have also been framed. This work has been meticulously done by Academy Arts Galleries of Rose Bay to whom I think we could safely entrust any other work of this type. The pictures will be available for examination by Trustees on Sunday next.

FIRE ALARM SYSTEM.

Wormald Electrics have commenced installation and it is hoped that completion will be effected before the end of October.

INVENTORY

I have seen Mr. Randall Reed and also introduced him to the President. He has promised to have this project completed in time for the Board Meeting on the 20th October, 1974.

SECURITY

Hodgson & Lee have withdrawn from the burglar alarm installation business and have returned this division to the care of Alert Alarms from whom they acquired it some fourteen years ago. The Managing Director, Mr. Ryan has been to see me and assured me of efficient maintenance of our existing system and is preparing a quotation for a subsidiary system for the kitchen area.

ARCHITECTURAL SURVEY.

Mr. Clive Lucas has made a preliminary investigation of the House and has been furnished with relevant information the writer has collected about the House during the past twelve months. He will also visit the Mitchell Library to examine documents and plans as requested by the President. Mr. Lucas hopes to give the Trust his advice relative to the kitchen and the main staircase in the near future.

LOCATION FILMING BY ABC - TV.

The House and grounds have been used as background for a new comedy film being made about bushrangers in the early days entitled, "Flash Nick from Jindivick". The writer has negotiated a donation to Trust funds of \$150.00.

VAUCLUSE PARK.

Despite staff shortages much work has been done in the grounds, the lawns are showing signs of recovery from the damage sustained during the winter and regular mowing is now in operation.

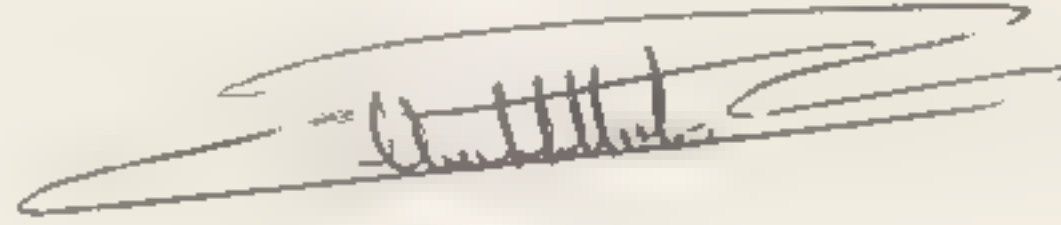
NIELSEN PARK AND CLARK ISLAND

Due to the failure of the contractors to install the new pile it

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was not possible to open the pool as planned on the 5th October. Fortunately from our point of view, the weather over the weekend was cool and unsettled so I doubt if there was any loss of revenue, in fact we probably saved \$200.00 in wages which would have been paid had the pool been opened. The nets went down during the past week and the pool was opened for business on Saturday, 12th October, 1974.

No problems were encountered in supervising Clark Island.



A. E. Hobson
SECRETARY/MANAGER
12.10.74.

SEPTEMBER, 1974

FINANCIAL REPORTAdmissions to Vaucluse House

<u>Ticket Values</u>	<u>No. of Admissions</u>	<u>Income</u>	
50¢	5571	\$2,785.	50
30¢	333	99.	90
20¢	1275	255.	00
10¢	1036	103.	60
Coach Tours & Party Admissions			
by Voucher: 50¢	659	329.	50
20¢	110	22.	00
10¢	107	10.	70
	9091	\$3,606.	20

Revenue

This has been an exceptionally good month for the time of the year with admissions up to "tourist season" standards. Total income inclusive of admissions, sales, rents, etc. was \$5,715.24 of which General Revenue due to N.P. & W.S. was \$3,184. 56 whilst \$2,530.68 was credited to the Special Purposes Account.

Budget

Allocations are not yet to hand for the current financial year. I am therefore, keeping as near as possible to the allocations for 1973/74.

SPECIAL PURPOSES ACCOUNT

<u>Item</u>	<u>Dr.</u>	<u>Cr.</u>
BY:		
Balance brought forward at 1.9.74		\$17,518. 85
TO:		
Artstaff P/L. 50% cost of portfolios	\$2,962. 50	
Grace Bros. P/L Cigars for dinners.	18. 25	
Email Ltd. Electric stove for		
Gardener's Cottage	150. 02	
D.H. Cameron & Co., Electric in-		
stallation. Gardener's Cottage	589. 00	
BY:		
Revenue		2,530. 68
TO:		
Balance c/f at 30.9.74	\$16,329. 76	
	\$20,049. 53	\$20,049. 53

P.T.O.

Commitments

Grace Bros. for supply and fitting of Vinyl in Gardener's Cottage:	\$248. 00
Inventory (Mr. R. Reed)	500. 00
Architectural Survey. Stage 1	<u>2500. 00</u>
	<u>\$3248. 00</u>

Therefore, the amount available in the Special Purposes Account at 1.10.74 is \$13,081. 76.

A.E. Hobson
SECRETARY/MANAGER

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 8

Park code 26

EXPENDITURE FROM ADVANCE A C OF Voucher No. 121029

at (bank and branch)

for the period ended 31.12.1974, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped	
			\$	c
44	121029	Petty cash expenses	51.	92
45	121030	Government Printing Office	3.	00
46	121031	Commonwealth Industrial Gases	9.	17
47	121032	Copy Cat Printing	24.	00
48	121033	Perfection Plate Pty. Ltd.	217.	18
49	121034	D.H. Cameron & Co.	24.	53
50	121035	F.D. Catt Pty. Ltd.	34.	05
51	121036	Richard H. Kelly	478.	00
52	121037	SPECIAL PURPOSES ACCOUNT		
53	121038	Commissioner of Payroll Tax	255.	08
54	121039	Salaries and wages. w.e. 7.8.74	1467.	93
55	121040	Public Moneys A/c Group Tax w.e. 7.8.74	297.	70
56	121041	Franco Trading Co.	105.	00
57	121042	J. & M.D. Andrew Pty. Ltd.	205.	00

TOTAL \$

3,172. 56

Vouchers totalling \$ 3,172. 56 were recouped on

Accountant,

per:

gc

ADVICE OF RECOUPMENT

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 9

Park code 28

EXPENDITURE FROM ADVANCE A/C OF ~~Victoria site~~

at ~~Bank of Victoria~~ (bank and branch)

for the period ended ~~1954~~, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped	
			\$	c
52	121037	Scott Bonar Ltd.	494.	00

SPECIAL PURPOSES ACCOUNT

250 - 13 - 26 - 28

TOTAL \$ 494. 00

Vouchers totaling \$ 494. 00 were recouped on

Accountant,

per: *gl*

ADVICE OF RECOUPMENT

NATIONAL PARKS AND WILDLIFE SERVICE

1 6 SEP 1974

A/c 213

RECOUP SUMMARY 10

Park code 26

EXPENDITURE FROM ADVANCE A/C OF Voucher Cause Historic Site

at Bank of N.S.W. Voucher (bank and branch)

for the period ended 15th August, 1974, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped	
58	121043	G.J. McLean.	82 ^s	06
59	121044	Campsie Mower and Chain Saw Centre	56	49
60	121045	Tanner Middleton Pty. Lt.	117.	19
61	121046	Caltex Oil (Aust.Pty.Ltd.	36.	43
62	121047	Readymix Concrete Ind. Pty. Ltd.	164.	50
63	121048	Hodgson & Lee Service	25.	50
64	121049	National Theatre Supply	60.	50
65	121050	Perfection Plate Pty. Ltd.	14.	95
66	121051	Ray Tullifon	175.	00
67	121052	SPECIAL PURPOSES ACCOUNT		
68	121053	Salaries and wages. w.e. 14.8.74	1417.	65
69	121054	Public Moneys Ac/ Group tax. 14.8.74	310.	60
70	121055	National Trust of Aus.	16.	00

TOTAL \$ 2'70. 81

Vouchers totalling \$2476-81 were recouped on

Accountant,

per: *gk*

ADVICE OF RECOUPMENT

NATIONAL PARKS AND WILDLIFE SERVICE

127/8 41
A/c 213

1 6 SEP 1974

RECOUP SUMMARY 11 Park code 26

EXPENDITURE FROM ADVANCE A C OF ~~Vaucluse House Historic Site~~

at Bank of N.S.W. Vaucluse. (bank and branch)

for the period ended 31 August 1974, 1974

Voucher No.	Cheque No.	Claimant	Amount to be recouped
			\$ c
67	121052	SPECIAL PURPOSES ACCOUNT	
		Inter decor	895. 81

250 - 13 - 26 - 28

TOTAL \$ 895. 81

Vouchers totalling \$895-81 were recouped on

Accountant,

per:

[Signature]

ADVICE OF RECOUPMENT

100/2. 42

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 12 Park code 26

EXPENDITURE FROM ADVANCE A C OF ~~Veterinary services interior site~~

at ~~Dept of New South Wales~~ ~~branch~~ (bank and branch)

for the period ended 26th August, 1974, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped
71	121056	J. & M.D. Andrew	205 ^{\$} . 00 ^c
72	121057	National Trust of Aust.	9. 98
73	121058	Salaries and wages. w.e. 21.8.74	1839. 41
74	121059	Public Moneys A/c Group tax. w.e. 21.8.74	431. 00
75	121060	Franco Trading Co. Pty. Ltd	175. 00
76	121061	H. McCole. Kiosk. Sandwiches for Board Meeting. June 1973 to 1974	28. 00
77	121062	Eastern Suburbs Lime and Cement Co.Pty.Ltd	104. 46
78	121063	GIO. Workers Comp .	2246. 10
79	121064	John Fairfax Ltd.	35. 00
80	121065	Conquip Ltd.	32. 56
81	121066	Sydney County Council	76. 20
82	121067	Rentokil Pty. Ltd.	260. 00
83	121068	F.G. O'brien Ltd.	9. 37
84	121069	SPECIAL PURPOSES ACCOUNT	
85	121070	SPECIAL PURPOSES ACCOUNT	

TOTAL \$ 5452. 08

Vouchers totalling \$ 5452. 08 were recouped on 16/9/74

Accountant,
per: *gc.*

ADVICE OF RECOUPMENT

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 13

Park code 26

EXPENDITURE FROM ADVANCE A/C OF Vaucluse National Wildlife
 at Bank of N.S.W. Vaucluse. N.S.W. 2030 (bank and branch)
 for the period ended 26.8.1974, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped	
			\$	c
84	121069	Grafton Galleries	256.	00
85	121070	Rose Bay Flowers	15.	00

SPECIAL PURPOSES ACCOUNT

TOTAL \$

Vouchers totalling \$ were recouped on 30-8-74

Accountant,

per: *GR*

ADVICE OF RECOUPMENT

136/12 ~~124/12~~

72

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 14 Park code 26

EXPENDITURE FROM ADVANCE A.C OF ~~Voucher number historic site~~

at Bank of N.S.W. Vaucluse (bank and branch)

for the period ended 31st October, 1971, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped	
86	121071	Salaries and wages. w.e. 28.8.74	1314.	⁵ 41 ^c
87	121072	Public money a/c. Income Tax for w.e. 28.8.74	284.	75
88	121073	J.H. Griffin. Courier service	12.	50
89	121074	Franco Trading Co.	68.	00
90	121075	Sound and Vision Pty. Ltd.	31.	50
91	121076	J. & E.D. Andrew Pty. Ltd.	85.	00

TOTAL \$ 1,796. 16

Vouchers totalling \$ 1,796-16 were recouped on

Accountant,

per: 

ADVICE OF RECOUPMENT

140/6 45

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 15 Park code 26

EXPENDITURE FROM ADVANCE A/C OF Voucher number historic site

at Bank of N.S.W. Vaucluse (bank and branch)

for the period ended 6th September, 1974, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped	
			\$	c
92	121077	Salaries and wages. w.e. 4.9.74	1307.	51
93	121078	Public Moneys A/c Income tax. w.e. 4.9.74	282.	90
94	121079	SPECIAL PURPOSES ACCOUNT		
95	121080	SPECIAL PURPOSES ACCOUNT		
96	121081	Copy Cat	24.	00
97	121082	SPECIAL PURPOSES ACCOUNT		
98	121083	M. Martin	26.	28
99	121084	Campsie Mowers	44.	21
100	121085	Petty Cash	50.	12
101	121086	Payroll Tax for Aug	247.	62

TOTAL \$ 1982. 64

Vouchers totalling \$ 1982-64 were recouped on

Accountant,

per: *[Signature]*

ADVICE OF RECOUPMENT

140/4

76

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 16

Park code 26

EXPENDITURE FROM ADVANCE A C OF ~~Voucher no. 450 historic site~~

at ~~Bank of N. Zealand~~ ~~Voucher~~ (bank and branch)

for the period ended 6th September, 1974, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped	
			\$	c
95	121080	Grace Bros.	18	25
97	121082	Email Ltd	150.	02

SPECIAL PURPOSES ACCOUNT

250 - 13 - 26 - 28

TOTAL \$ 168. 27

Vouchers totalling \$ 168 - 27 were recouped on

Accountant,

per: 

ADVICE OF RECOUPMENT

140/5 47

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 17 Park code 26

EXPENDITURE FROM ADVANCE A/C OF Vaughan House Historic Site
at one of new south sales, Vaughan House (bank and branch)
for the period ended Oct. 1974, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped	
			\$	c
94	121079	Artstaff Pty. Limited	5925	00

50% of cost allocated to Vaughan House
Special Purpose Account code 250-13-26-28
and 50% to N.P. & W.S. Head Office Account
code 251-49-16-2.
As arranged with Mr. John Bagleton on 4.9.74

TOTAL \$ 5925.00

Vouchers totalling \$ 5925.00 were recouped on

Accountant, [Signature]
per: [Signature]

ADVICE OF RECOUPMENT

27 SEP 1974

NATIONAL PARKS AND WILDLIFE SERVICE

162/24 48
A/c 213

RECOUP SUMMARY 18 Park code 26

EXPENDITURE FROM ADVANCE A/C OF [redacted] site

at [redacted] (bank and branch)

for the period ended [redacted], 19 [redacted]

Voucher No.	Cheque No.	Claimant	Amount to be recouped	
			\$	c
102	121087	Met. Water Sewerage & Drainage Board	86.	63
103	121088	Data Shoe Co. Pty. Ltd.	67.	02
104	121089	Aus. Gas Light Coy	21.	53
105	121090	Alex. Bonlar Service Station	4.	69
106	121091	Kalamazoo Ltd.	49.	10
107	121092	J. & M.D. Andrew Pty. Ltd.	165.	00
108	121093	Salaries and wages. w.e. 11.9.74	1753.	66
109	121094	Public Moneys A/c. w.e. 11.9.74	375.	10

TOTAL \$ 2522. 73

Vouchers totalling \$ 2522-73 were recouped on [redacted]

Accountant,

per: [signature]

ADVICE OF RECOUPMENT

11 OCT 1974

NATIONAL PARKS AND WILDLIFE SERVICE

184/5

49

A/c 213

RECOUP SUMMARY 19

Park code 26

EXPENDITURE FROM ADVANCE A C OF Vaucluse House Historic Siteat Bank of N.S.W. Vaucluse (bank and branch)for the period ended 19th September, 1974, 19.

Voucher No.	Cheque No.	Claimant	Amount to be recouped	
110	121095	G. Marler. Plumber	\$ 250.	00
111	121096	M. Drakos	950.	00
112	121097	Franos Trading Coy	87.	00
113	121098	Mediterranean Wines Pty. Ltd.	28.	84
114	121099	Salary and wages. w.e. 18.9.74	1342.	87
115	121100	Public Moneys A/c. Tax. we.. 18.9.74	310.	00
116	402601	G. Marler. Plumber	203.	00
117	402602	Franos Trading Co.	78.	00

TOTAL \$ 3249. 71

Vouchers totalling \$ 3249 71 were recouped on

Accountant,

per: B

ADVICE OF RECOUPMENT

193/18

50

15 OCT 1974

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 20

Park code 25

EXPENDITURE FROM ADVANCE A/C OF Vaucluse House Historic Siteat Bank of N.S.W. Vaucluse (bank and branch)for the period ended 30th September, 1974, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped	
			\$	c
118	402603	Wages and salary. w.e. 25.9.1974	1442.	42
119	402604	Public Moneys A/c. w.e. 25.9.74	340.	85
120	402605	Arcademy Arts Pty. Ltd.	54.	30
121	402606	Easiphone	39.	00
122	402607	P.M.G. Dept	113.	10
123	402608	Eastern Suburbs Newspapers	86.	40
124	402609	J. & M.D. Andrew Pty. Ltd.	205.	00
125	402610	Aus. Gas Light Coy	123.	00

TOTAL \$ 2,444 07

Vouchers totalling \$2,444 07 were recouped on

Accountant,

per: 

ADVICE OF RECOUPMENT

15 OCT 1974

193/17

51

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 21 Park code 26

EXPENDITURE FROM ADVANCE A/C OF Vacluse House Historic Site

at Bank of N.S.W. Vacluse (bank and branch)

for the period ended 1st October, 1974, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped	
			\$	c
126	402611	D.H. Cameron & Coy	589.	00

SPECIAL PURPOSES ACCOUNT

250 - 13 - 26 - 28

TOTAL \$ 589. 00

Vouchers totalling \$589-00 were recouped on

Accountant,

per: 

ADVICE OF RECOUPMENT

VAUCLUSE HOUSE/NIELSEN PARK HISTORIC SITE TRUST

A MEETING OF THE TRUSTEES WILL BE HELD AT VAUCLUSE HOUSE

ON SUNDAY, 20TH OCTOBER, 1974

AT 9.30 A.M.

A G E N D A

1. Apologies for absence.
2. Election of officers for 1974/75.
3. Confirmation of Minutes of Meeting held 15th September, 1974
4. Matters arising from Minutes
5. Correspondence
6. General Business:
 - (a) Car parking in West Paddocks
 - (b) Renovation of Gardeners' Compound, South end of stables
 - (c) Blue Mountains Exhibition
 - (d) Consideration of Trust sub-committee system
(please see President's note attached)
 - (3) Ratification of rates of pay for casual workers during summer season at Nielsen Park as approved by Public Service Board, and increase of "Float" for paying these wages to \$250 (previously \$200).
7. Secretary/Manager's Report
8. Finance:

Accounts paid since the last Recoupment Summary was submitted to the Board are as detailed on Summaries as tabled. These have been passed by the National Parks and Wildlife Service and thus formal confirmation by the Board is now requested.
9. Any other business.

A.E. Hobson
SECRETARY/MANAGER

Footnote

As our long association with Mrs. H. McCole ceases on Friday 18th October, the President has invited her to take coffee with the Trustees at 11.15 a.m. on Sunday, 20th October, 1974.

TRUST COMMITTEES

It has been suggested that we consider introducing the committee system. As such a system would represent a very marked departure from our ordinary mode of operation, I believe we should think very carefully about its advantages and disadvantages. Here are some that occur to me:

Advantages.

1. The work is shared more equitably and members are encouraged to develop a sense of special responsibility for certain areas.
2. Much of the thinking and planning is done at greater leisure in advance of monthly meetings and issues are more thoroughly investigated and defined. The result could be shorter and smoother meetings.

Disadvantages.

1. The work of the Trust could become fragmented and the Trust become a rubber stamp. Instead of a unified group we could have a number of disparate groups.
2. The staff could be subjected to pressure or direction from a number of different authorities.
3. If committees are to function effectively, members must be prepared to attend committee meetings and spend more time at the House. The work could become arduous and time-consuming.

If it is considered that the advantages outweigh the disadvantages, I suggest that there might be three committees for the House and that, pending a Service take-over, Nielsen Park be the concern of the whole Trust. The committees might be: grounds, House, and one embracing kiosk, insurance and public relations. Counsellor Snelling, who has offered himself for a half-day each week, might be given special responsibility for the museum and stables area.

H.L. Yelland

VAUCLUSE HOUSE/NIELSEN PARK HISTORIC SITE TRUST

MINUTES OF MEETING HELD AT VAUCLUSE HOUSE HISTORIC SITE
ON SUNDAY, 20TH OCTOBER, 1974 AT 9.30 A.M.

PRESENT:	Mr. H.L. Yelland	President (in the Chair)
	Mr. M. Finlay	Vice-President
	Mr. J.R. Barrett	Treasurer
	Mr. H.T. Pierce	
	Mr. K.R. Doyle	
	Mr. P. Cook	
	Mr. M. Herford	

IN ATTENDANCE:	Mr. A.E. Hobson	Secretary/Manager
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ON LEAVE OF ABSENCE:	Mr. G.J. Crouch
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APOLOGIES FOR ABSENCE:	Mr. H.A. Snelling	Counsellor
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ELECTION OF OFFICERS:

Messrs. Yelland, Finlay and Barrett were unanimously re-elected to fill the positions of President, Vice-President and Treasurer respectively for the ensuing year.

On behalf of the three office bearers, the President thanked the Trustees for their vote of confidence in the Executive and for their support during the past year. He, then, briefly reviewed the salient features of a busy and eventful twelve months and expressed the Trust's appreciation of the manner in which the Secretary/Manager had implemented the decisions of the Trust and of the excellent relationship he had established with Staff at the Head Office of the National Parks and Wildlife Service. The President looked forward, with confidence, to a further year of growth and development of the Trust's activities.

MINUTES:	The minutes of the previous meeting were confirmed.
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MATTERS ARISING FROM PREVIOUS MINUTES:

(a) Longhurst Drawings.

The Secretary/Manager advised that the draft agreement between the Trust, Mr. Longhurst and Artstaff Creative Services had been forwarded to the Legal Department of N.P. & W.S. for the drawing up of the official documents. These were not yet to hand.

(b) Jetty - Nielsen Park.

The President advised that as a result of discussions with the Director, when he visited the House on the 16th October, 1974, it had been agreed that the Service would undertake to render the damaged structure safe, but its future was dependent on storm damage funds being made available by the Commonwealth Government. The Vice-President then briefly re-viewed the history of the jetty during the past few years and felt that, pending demolition of the structure, the Trust could do no more than had been done in advising the public that it was unsafe. The Secretary/Manager confirmed that the shoreward end of the jetty had been boarded up and a "Keep-off" notice had been erected. The Nielsen Park staff were demolishing as much of the old dressing shed alongside the jetty as was required to render it safe.

(c) Mitchell Library.

i. Paintings and Prints.

The President reported that, accompanied by Mr. Cook,

He had visited the Library and approved the paintings and prints offered by Miss Myles, the Picture Librarian, in exchange for those presently in the House which had to be returned. The Secretary/Manager was requested to make the necessary detailed arrangements with Miss Myles for the exchange.

ii. Plans of the House.

The President also advised that he had sighted the plans made in 1966 by Messrs. Brogan, Lynch and Nicholas when they were students in the School of Architecture at The University of New South Wales. Unfortunately these three gentlemen could not now be traced and, as they held the copyright of the plans, there might be some difficulty in having copies made available for the use of Mr. Clive Lucas. However, the Chief Archivist had promised to help if at all possible.

(d) Ranken Coach.

The Secretary/Manager advised that this had now been collected on behalf of the Royal Australian Historical Society for transfer to the Old Sydney Town Project at Somersby. It was agreed that we could not afford to purchase the Town Carriage on offer from Ellenden's, but if there was no immediate purchaser for this vehicle Mr. Cook was authorised to offer free storage pending a sale being made. It was further agreed that we should attempt to locate a gig for display in the Coach House and that eventually the Cobb & Co. Coach should be replaced by a more appropriate exhibit.

(e) Restaurant. Vaucluse Park.

Due to pressure of work in the Legal Department of the N.P. & W.S., the Licence for the Restaurant was not available for signature prior to the termination of the former lease held by Mrs. McCole. However, Michael Avenell Catering Company had agreed to operate the restaurant on a weekly tenancy basis on receipt of a letter of intent to issue the licence. This letter, a copy of which was produced at the meeting, had been drafted by Mr. Bruce Wilson of the Legal Department of the Service and signed on behalf of the Trust by the Secretary/Manager. It was further agreed that the Trust would meet part of the cost of completing the glazing of the restaurant and, should a liquor licence be granted at a later date, the Trust would cover the cost of erecting the necessary toilet facilities, but these would be entirely to the Trust's own specifications. Mr. Herford had expressed his disagreement with these concessions and asked that this should be recorded. The Vice-President once again stressed that when the time came to apply for a liquor licence, Mr. Wilson should seek advice from Mr. K. Smithers.

CORRESPONDENCE:

(a) Architectural Survey

The President read a letter which he had received from Mr. Clive Lucas relating to his initial inspection of the House in which he requested that no action be taken regarding repairs to the supporting walls of the main staircase or the stripping of the plaster from the chimney breast in the kitchen until he had clarified his thoughts on both projects. He further suggested that no action be taken to replace the wooden slatted gates to the courtyard until he had carried out further investigations and research. The Trust agreed to take the architect's advice.

(b) Longhurst Drawings

A letter from the artist was read in which he offered the eight original drawings to the Trust for \$800.00. As the drawings could not be reproduced without the Trust's sanction, it was felt that there was no point in purchasing the originals at the price quoted. The Secretary/Manager was requested to advise Mr. Longhurst accordingly.

(c) Bondi Surf Lifesaving Club.

A letter was received from the Club requesting the use of the Nielsen Park netted swimming area for their annual championships in February/March. It was agreed that we would once again offer them our facilities.

GENERAL BUSINESS:

(a) Car Parking in West Paddock.

The Vice-President reviewed the position regarding this concession with special reference to the possible damage to the grass and the root formation of certain trees. After considerable discussion it was agreed that for the time being parking on the West Paddock should not be restricted, but that an attempt be made to protect any particularly vulnerable trees. Mr. Herford suggested that an area around the trees could be roped off. The Secretary/Manager pointed out that in the centre of a boating community this was not a practical proposition as the ropes would disappear, just as the chains do, which are used in certain areas of the park. Mr. Doyle suggested that tree stumps could be sunk into the ground to prevent cars parking under trees, and the President thought that large boulders could be used. The Secretary/manager considered that either of these methods would make mowing difficult and suggested that advice should be sought from the Service. It was agreed that this should be done.

(b) Renovation of Gardeners' Compound.

All Trustees agreed that this essential area was somewhat of an eyesore, especially on the east side of the stable. Mr. Barrett offered to examine this area and put forward a scheme for improvement at the next meeting. He would also see what could be done to improve the utilisation of the glasshouse.

(c) Blue Mountains Exhibition.

The President advised that during a recent visit to the House by the Director and Mr. Beaman, Head of the Interpretations Division of the Service he had indicated that consideration would be given to a re-design of this exhibit. The Secretary/Manager advised that he was expecting a quotation from B.K.S. Displays for the strengthening of the present exhibit, but in view of Mr. Beaman's remarks he would liaise with him regarding the work before putting it in hand.

(d) Sub-Committees.

The President's notes on the sub-committee system, having been circulated with the minutes, were discussed and Mr. Herford again expressed his view that a limited number of committees could be of value and Mr. Cook supported the idea in certain specific areas. Mr. Barrett commented that really we already had committees even though some only consisted of one or two persons; for instance, any legal matters requiring attention

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were looked after by Mr. Finlay, matters concerning insurance were looked after by Mr. Doyle, and Mr. Herford and Mr. Cook were consulted in anything concerning the contents of the House. It was therefore agreed that this position should be rationalised and initially there should be three committees as follows: HOUSE COMMITTEE, Messrs. Herford and Cook; GROUNDS COMMITTEE, Messrs. Barrett and Pierce; INSURANCE, LEGAL MATTERS AND PUBLIC RELATIONS, Messrs. Finlay and Doyle, and as Mr. Snelling, since his retirement, had offered at least half a day per week to assist with the House, it was decided that he should be requested to assume responsibility for the development of the museum area including the Blue Mountains Exhibition. The President would be ex-officio member of all committees.

(e) Remuneration, Seasonal Workers. Nielsen Park.

The Secretary/Manager presented the rates of pay as approved by the Public Service Board and these were agreed to by the Trust. They also agreed to the increase of the float to pay these workers, from \$200 to \$250.

SECRETARY/MANAGER'S REPORT:

The report having been previously circulated was accepted, and the following items commented upon:

(a) Mr. Bruce Binnie.

The Trustees noted with regret that our carpenter Mr. Bruce Binnie had been advised by his doctor to give up work. It was agreed that a letter of appreciation should be sent to Mr. Binnie regarding his valuable services to the Trust over many years.

(b) Inventory.

The production, at the meeting, of the inventory completed by Mr. Randall Reed was noted with satisfaction and the Secretary/Manager was requested to have a copy made for the use of Mr. Doyle, who is dealing with the matter of insurance on the contents of the House.

(c) Finance.

The financial report was accepted and Recoup Summaries Nos. 14-21 were tabled. As they had already been passed for payment and endorsed by the National Parks and Wildlife Service they were formally confirmed by the Board.

OTHER BUSINESS:

(a) Friends of Vacluse House.

Mr. Doyle advised that it was the wish of the Friends to hold a garden party at some date to be determined during February/March, 1975. The Trust approved and wished the Friends every success in this venture.

(b) Gilberthorpe's Room.

The President advised the meeting that he had asked the Friends to give consideration to the re-furnishing of this room in the style of that of a senior servant of the 1840/50 period.

(c) "Pompeian" Tiles.

It was agreed that some action should be taken to establish or disprove the authenticity of these tiles and Mr. Cook in conjunction with the Secretary/Manager would look into this matter.

(d) Re-furnishing of Kitchen.

Mr. Herford tabled copies of correspondence between the Keeper of the Royal Pavilion, Brighton, England and one of his friends, Mr. LeRoy-Lewis. The Secretary/Manager was instructed to write to the Keeper of the Royal Pavilion, Mr. J.M.A. Dinkel, seeking his expert advice

on the furnishing of the kitchen and the display of the Batterie de cuisine.

(e) Honours Board

It was agreed that the final location of this board should be decided at a later date. There were two possible sites, firstly, in the Boardroom and secondly, in the old paint shop in the stables when it is turned into an Archives and Historians' Room.

(f) Honorary Consultants.

The President suggested that he felt it advisable for as many members of the Trust as possible to meet our new consultants, Professor Ward and Mr. Webber and it was agreed that a luncheon should be arranged for this purpose in the Boardroom for 15th November at 12.30 p.m. The Trustees were asked to advise the Secretary/Manager if they intended to be present and he was to make the necessary arrangements with Michael Avenell Catering Coy.

(g) Visit of Director of N.P. & W.S.

The President advised the Trustees of his meeting with the Director at the House on the 16th October in which the following matters were discussed:

- (1) The possibility of the Service taking over the control of Nielsen Park. The Trustees expressed satisfaction with this proposal.
- (2) The President referred to the very large sideboard currently located in the Guests' Diningroom which most Trustees have always considered too big and overpowering for this area. We already had in store a most excellent, but smaller sideboard to take its place and he asked if the Trustees would be agreeable, at the proper time, for the big sideboard to be transferred for exhibition on the ground floor of Greycliffe House, as it was the intention of the Service to furnish at least two rooms with furniture of the mid-nineteenth century period. The Trustees gave their approval of this transfer.
- (3) The President reported that the Director was also investigating a criticism of the Trustees' administration, recently made in a letter from Mrs. Phillip Simpson to the Minister. Four issues had been raised in this letter; The Crossing of the Blue Mountains Exhibition, an advisory committee of experts, architects' supervision of renovations and the cataloguing of the contents of the House.

The President reported that he had satisfied the Director that the Trust had taken proper action on each of these issues. The question whether or not Mrs. Simpson was reflecting the views of the Friends was discussed at some length and it was concluded that there was no evidence to this effect. The President indicated that he would write personally to Mrs. Simpson.

GIFTS TO THE HOUSE:

Mr. Cook presented the House with an early 19th century candle-maker and it was agreed that this should be exhibited in some appropriate place in the kitchen area.

The President then presented to the Trust a 19th century prayer book and hymnal bound in leather and

-6-

contained in a leather reticule which had belonged to his aunt, and it was agreed that it should be put on display, probably in the costume room.

There being no further business to discuss the President closed the meeting at 12.05 p.m. after which the Trust entertained Mrs. H. McCole on her retirement as lessee of the Vaocluse Park kiosk.

Signed as a true record



President

 17. 11. 74

Secretary/Manager

VAUCLUSE HOUSE/NIELSEN PARK HISTORIC SITE TRUSTREPORT FOR OCTOBER, 1974

FROM: Secretary/Manager

TO: The Trustees

Gentlemen,

This has been a rather hectic month, but despite floor boards being up in all rooms, with contractors' men swarming through the House we have been able to keep all sections of the House open to visitors. The "storm in a wine glass" has not helped to make life easier, but despite all interruptions steady progress has been made in many directions.

STAFF

It is now anticipated that Mrs. Doris Kearney will be fit to resume her duties early in December.

Mr. John Norton - gardener's labourer resigned during the month.

Mr. Tom Whitty and Mr. Phillip Jackson have rejoined the grounds staff which now brings it up to full strength once again.

Mrs. Jean O'Connor has been taken ill again, this time with inflammation of the liver. Mrs. Sames and Mrs. Hobson are operating the cash desk between them during her absence.

VAUCLUSE HOUSE AND ANCILLIARY BUILDINGS

(i) The new fire alarm system by Wormald Electrics has taken longer to instal than originally anticipated, but the contractors expect final commissioning to take place on the 12th November.

(ii) During the month it was necessary to call upon the services of Alert Alarms to mend wires in the burglar alarm system which had been deliberately broken by schoolboys visiting the House. Whilst the technicians were here they tidied up the system generally, concealing wires wherever possible and soldering joints which had previously beentwisted by Hodgson and Lee when the system was installed.

(iii) On the 15th October Mr. Stanley Lipscombe paid his annual visit to the House with students from the University of N.S.W., 140 students attended; 70 at the morning class between 9.00 and 11.00 a.m. and 70 at the evening session between 7.00 and 9.00 p.m.

(iv) At 7.00 p.m. on Sunday, 20th October Mr. Kel Richards of ABC radio interviewed Mr. Rodney Davidson in the House to promote the sales of the new National Trust publication "Historic Houses of Australia". I feel it has some significance that Mr. Davidson chose Vacluse House for this promotion in preference to a National Trust property.

(v) The Mitchell Library have removed the Peacock, Martens and Campbell paintings, and installed some replacements. I consider that in some cases they could have provided better frames. The portrait of John Macarthur has been removed for restoration and will be returned. At my request they have also taken away our own Conrad Martens watercolour from the Morning Room to remove the mould which was attacking it. They will at the same time re-mount this picture and treat the mount with a mould inhibitor.

(vi) The new pole demanded by the S.C.C. has now been installed to carry the heavier power cable from Olola Avenue, the trench has been dug across the courtyard and the new line laid. It is anticipated that this first stage of the electric curcuit renewal programme will be completed within the next few days.

BLUE MOUNTAINS EXHIBITION

As Mr. Beaman, Head of the Interpretations Division of the N.P. & W.S. indicated that pressure of work in his department precluded an early re-design of this exhibition, I instructed B.K.S. Displays to carry on with making the existing structure as "visitor-proof" as possible at a cost of \$303.00. The work has been completed.

STABLES

The President located an old "sulky" in Double Bay and after consultation with the Treasurer and Mr. Cook it has been purchased for \$150.00 and is now in the coach house. Although some renovation is required the vehicle is structurally sound and very similar to the one often used by Mr. W.C. Wentworth.

ARCHITECTURAL SURVEY

Mr. Clive Lucas visited the House again and has been furnished with copies of 1966 plans of the buildings provided for a period of three months by the Mitchell Library. Whilst he was on the site I asked him to examine Gilberthorpe's room and he has indicated that we can replace the skirting boards and architraves whenever we are ready to do so.

KITCHEN AREA

As instructed at the last meeting I have written air mail to the Keeper of the Royal Pavilion at Brighton, England for his advice on the furnishings and the display of the Batterie de Cuisine. To date his reply is not to hand.

INVENTORY

Four copies have been made and one supplied to Mr. Doyle so that he may finalise the insurance of the House contents with the G.I.O.

LOCAL OBJECTIONS TO PROPOSED WINE LICENCE FOR RESTAURANT.

As the media appear to consider this as a newsworthy item the President authorised the writer to act as Trust spokesman after being approached by press, radio and T.V. reporters and commentators.

VAUCLUSE PARK.

The grounds continue to improve under the care of Mr. John Kearney and his staff. The beach paddock has been cleaned up again, but the beach itself was as bad as ever three days later with flotsam and jetsam.

I at last managed to locate the owner of the smaller cruiser which had been beached, apparently by the Maritime Services Board as it had broken loose from its moorings. The owner apologised for not removing it at an earlier date and donated \$10.00 to Trust funds.

NIELSEN PARK

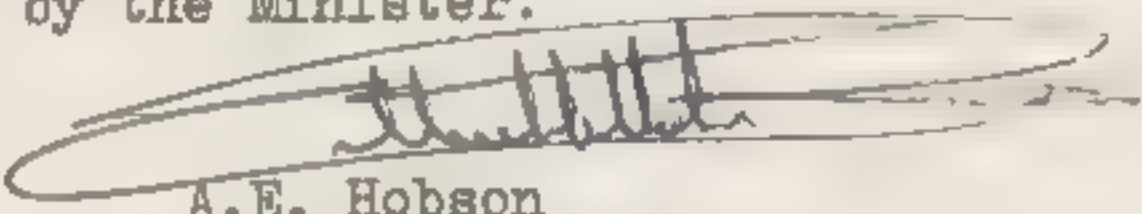
The swimming season is in full swing again and I am pleased to report that there has not been a single grumble about the increased admission fees.

Our doubts about the security of the new pile in the swimming enclosure have unfortunately been justified. A recent heavy swell canted it over from the vertical and I am of the opinion that it is only the heavy cables attached to the adjacent piles which is preventing it toppling over.

No reply has been received to my letter to Mr. Harvey, Managing Director of Sydney Bridge and Wharf, asking for a written warranty on the stability of the pile and consequently I have withheld payment of their account.

CLARK ISLAND

A critical article by Boy Messenger in the Daily Telegraph regarding the administration of Clark Island was noted and at the request of the President I telephoned the Director. He assured me that the Service was more than happy with our control of the island and he was drafting a reply to the article which would be signed by the Minister.


A.E. Hobson
SECRETARY/MANAGER
10.11.1974

OCTOBER, 1974

FINANCIAL REPORT

Admissions to Vaucluse House

<u>Ticket Values</u>	<u>No. of Admissions</u>	<u>Income</u>
50 p	5692	\$2846. 00
30 p	275	82. 50
20 p	1364	272. 80
10 p	1002	100. 20
Coach Tours & Party Admissions by Voucher:		
50 p	1131	565. 50
20 p	134	26. 80
10 p	240	24. 00
	9838	\$3917. 80

Admissions - Nielsen Pool (opened 12.10.74)

<u>Ticket Values</u>	<u>No. of Admissions</u>	<u>Income</u>
10 p	1129	\$ 112. 90
30 p	1282	384. 60
Season Tickets		1104. 00
Car Parking		nil
Miscellaneous		75. 20
		\$1676. 70

REVENUE

This has been another good month for admissions to the House and some revenue is starting to come in from Nielsen Pool, although the air and water temperatures are not yet high enough to draw large crowds of bathers. Total income inclusive of admissions, sales, rents etc was: \$7,103.34 of which General Revenue due to N.P. & W.S. was \$4,637.57 and \$2,465.77 was credited to the Special Purposes Account.

BUDGET

The allocations for 1974/75 together with a special letter from the Director are now to hand and after presentation and explanation by the Treasurer will come up for discussion under item 8, sub-section (i) on the Agenda.

SPECIAL PURPOSES ACCOUNT

<u>Item</u>	<u>Dr.</u>	<u>Cr.</u>
BY: Balance brought forward at 1.10.74		\$16,329. 76
TO: Anne Schofield for antique jewellery	\$130. 00	
Grace Bros. for vinyl, gardener's cottage	248. 00	
Peter Longhurst - royalty	15. 00	
Randall Reed - Inventory	500. 00	
National Trust. annual sub.	6. 30	
John Dewar - spirits	63. 91	
Mediterranean Wines - beer	13. 92	
Abalon Hiring - chairs	29. 00	
BY: Revenue		2,465. 77
TO: Balance c/f at 31.10.74	17,789. 40	
	<u>\$18,795. 53</u>	<u>\$18,795. 53</u>

COMMITMENTS

Architectural Survey	\$2,500. 00
Purchase of Sulky	150. 00
	\$2,650. 00

Therefore, the amount available in the Special Purposes Account at 1.11.74 is \$16,145. 53.

A.E. Hobson
Secretary/Manager
10.11.1974

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NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

24 OCT 1974

RECOUP SUMMARY 22 Park code 26

EXPENDITURE FROM ADVANCE A C OF Wanaka House Historic Siteat Bank of New Zealand (bank and branch)for the period ended 8th October, 1974, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped	
			\$	c
127	402612	H. Westbrook	44	73
128	402613	H.J. Griffin	12	00
129	402614	Sydney County Council	247.	86
130	402615	Salaries and wages. w.e. 2.10.74	1243.	95
131	402616	Public Moneys A/c w.e. 2.10.74	311.	50
132	402617	Wages float - not recouped		
133	402618	G. Marler Plumber	179.	70
134	402619	Special Purposes Account		
135	402620	Franco Trading	146.	00
136	402621	H. McCole	17	50
137	402622	P.M.G.	141.	30

TOTAL \$ 2344. 54

Vouchers totalling \$ 2344 54 were recouped on

Accountant,

per: 

ADVICE OF RECOUPMENT

207/6

65

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 23 Park code 26

24 OCT 1974

EXPENDITURE FROM ADVANCE A/C OF Vacluse Anne Historic Site

at Bank of N.S.W. Vacluse (bank and branch)

for the period ended 8th October, 1974, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped	
			\$	c
134	402619	Anne Schofield	130.	00

SPECIAL PURPOSES ACCOUNT

250 - 13 - 26 - 28

TOTAL \$ 130. 00

Vouchers totalling \$ 130-00 were recouped on

Accountant,

per: *[Signature]*

ADVICE OF RECOUPMENT

25 OCT 1974

NATIONAL PARKS AND WILDLIFE SERVICE

209/9

66

A/c 213

RECOUP SUMMARY 24

Park code 26

EXPENDITURE FROM ADVANCE A.C OF Vanuatu Historic Site

at Bank of New Caledonia (bank and branch)

for the period ended 14th October, 1974, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped	
			\$	c
138	402623	Salaries and wages. w.e. 10.10.1974	1358	76
139	402624	Group Tax. we. 10.10.74	331.	05
140	402625	Comm. of Payroll tax	267.	71
141	402626	BBC Hardware	15	45
142	402627	Copy Cat	21	60
143	402628	Ivor Wilson - carpenter	169.	00
144	402629	Caribonum Sales	110.	00
145	402630	Perfection Plate	56	38
146	402631	Conquip Ltd.	350.	84
147	402632	D.H. Cameron & Co.	36	55
148	402633	The C.I.G. Gas Ltd.	21	60
149	402634	Bill Moyes	35	10
150	402635	Campbell Bros. Ltd.	29	16

TOTAL \$ 2803. 26

Vouchers totalling \$ 2803 -26

were recouped on

Accountant,

per *Q*

ADVICE OF RECOUPMENT

6 NOV 1974

232/10

67

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 25 Park code 26

EXPENDITURE FROM ADVANCE A C OF Voucher No. 151
at Bank of New South Wales (bank and branch)
for the period ended 1.10.1974, 1974

Voucher No.	Cheque No.	Claimant	Amount to be recouped
151	402636	Grace Bros. Pty. Ltd.	248. 00

SPECIAL PURPOSES ACCOUNT
250 -13 - 26 - 28

TOTAL \$ 248. 00

Vouchers totalling \$248-00 were recouped on

Accountant,

per: 

ADVICE OF RECOUPMENT

6 NOV 1974

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 26

Park code 26

EXPENDITURE FROM ADVANCE A/C OF Voucher code 1st vic site

at (bank and branch)

for the period ended 22nd October, 1974, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped	
			\$	c
152	402637	Castrol Aust. Pty. Ltd.	13	66
153	402638	Petty Cash	45	28
154	402639	Salaries and wages. w.e. 16.10.74	1564.	04
155	402640	Public Moneys A/c. Income tax	373.	60
156	402641	Frans Trading Co.	87.	00
157	402642	Peter Longhurst. (SPECIAL PURPOSES ACCOUNT)		
158	402643	(SPECIAL PURPOSES ACCOUNT)		
159	402644	Ivor Wilson.	208.	00
160	402645	J. & M.D. Andrew Pty. Ltd.	225.	00
161	402646	Eastern Suburbs Lime and Cement	213.	68
162	402647	Lane Limited	55.	40
163	402648	Tanner Middleton Pty. Ltd.	24.	98
164	402649	Eastern Suburbs Newspapers	37.	80
165	402650	Nielsen Park. Telephone (G.P.O.)	54.	69

TOTAL \$ 2903. 13

Vouchers totalling \$ 2903-13 were recouped on 25 OCT 1974

Accountant,

per B

ADVICE OF RECOUPMENT

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 27

Park code 26

EXPENDITURE FROM ADVANCE A/C OF

at Bank of N.S.W. Vaucluse

(bank and branch)

for the period ended 21st October, 1974

19

Voucher No.	Cheque No.	Claimant	Amount to be recouped	
			\$	c
157	402642	Peter Longhurst	15.	00
158	402643	Randall Reed	500.	00

SPECIAL PURCHASES ACCOUNT
250 - 13 - 26 - 28

TOTAL \$

515. 00

Vouchers totalling \$515-00 were recouped on

Accountant,

per: *[Signature]*

ADVICE OF RECOUPMENT

239/4

70

NATIONAL PARKS AND WILDLIFE SERVICE

Summary No. 23

RECOUP SUMMARY

Park code 26

EXPENDITURE FROM ADVANCE A/C OF Vaucluse House Historic Site
at Vaucluse (bank and branch)
for the period ended 24th Oct 1974, 1974

Voucher No.	Cheque No.	Claimant	Income Tax *	Amount to be recouped
				\$ c
173	402658	National Trust of N.S.W.		6. 30
174	402659	John Dewar Ltd		63. 91
175	402660	Mediterranean Wines Ltd		13. 92
176	402661	Abalon Mirings Pty. Ltd.		29. 00
SPECIAL PURPOSES ACCOUNT				
250 - 13 - 26 - 20				
TOTAL TAXATION				113 - 13
TOTAL TO BE RECOUPED			\$	113. 13

Vouchers totalling \$ 113-13 were recouped on

Accountant,

per: [Signature]

ADVICE OF RECOUPMENT

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239/5

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 28 Park code 26

EXPENDITURE FROM ADVANCE A C OF Vaucluse National Historic Site

at Bank of New South Wales Vaucluse (bank and branch)

for the period ended 28th October, 1974, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped	
			\$	c
166	402651	Salaries and wages. w.e. 23.10.74	1542.	28
167	402652	Public Monies A/c w.e. 23.10.74	389.	25
168	402653	G. Marler. Plumber	163.	00
169	402654	Berger Paints	36.	91
170	402655	Caltex Oil (Aus) Pty. Ltd.	69.	16
171	402656	Perfection Plate Pty. Ltd.	34.	50
172	402657	Pier Boat shed	25.	38
173		Special Purposes Account		
174		Special Purposes Account		
175		Special Purposes Account		
176		Special Purposes Account		
177	402662	J. & M.D. Andrew Pty. Ltd.	225.	00

TOTAL \$ 2485.48

Vouchers totalling \$2485.48 were recouped on

Accountant,

per: 

ADVICE OF RECOUPMENT

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VAUCLUSE HOUSE/NIELSEN PARK HISTORIC SITE TRUST

A MEETING OF THE TRUSTEES WILL BE HELD AT VAUCLUSE HOUSE

ON SUNDAY, 17TH NOVEMBER, 1974

AT 9.30 A.M.

A G E N D A

1. Apologies for absence
2. Confirmation of Minutes of Meeting held 20th October, 1974
3. Matters arising from Minutes
4. Correspondence
5. General Business:
 - (a) Discussion on local residents' objections to wine licence for Tea Rooms.
 - (b) Paintings and prints ex Mitchell Library.
6. Reports of sub-committees:
 - (i) House Committee
 - (ii) Grounds Committee
 - (iii) Insurance, Legal and P.R. Committee
7. Secretary/Manager's Report
8. Finance
 - (i) Allocations for 1974/75 if available
 - (ii) Accounts paid since the last Recoupment Summary was submitted to the Board are as detailed on Summaries tabled. These have been passed by N.P. & W.S. and thus formal confirmation by the Board is now requested.
9. Any other business.

A.E. Hobson
SECRETARY/MANAGER

VAUCLUSE HOUSE/NIELSEN PARK HISTORIC SITE TRUST

MINUTES OF MEETING HELD AT VAUCLUSE HOUSE HISTORIC SITE
ON SUNDAY, 17TH NOVEMBER, 1974 AT 9.30 A.M.

PRESENT: Mr. H.L. Yelland President (in the Chair)
Mr. M. Finlay Vice-President
Mr. J.R. Barrett Treasurer
Mr. H.T. Pierce
Mr. K.R. Doyle
Mr. P. Cook
Mr. M. Herford

Mr. H.A. Snelling Counsellor

Mr. D.A. Johnstone Director - N.P. & W.S.

The President welcomed the Director to the Meeting

IN ATTENDANCE: Mr. A.E. Hobson

ON LEAVE OF ABSENCE: Mr. G.J. Crouch

MINUTES: The Minutes of the previous meeting were confirmed.

MATTERS ARISING FROM PREVIOUS MINUTES:

(a) Longhurst Drawings

The Secretary/Manager reported that the official agreement was not yet to hand from the Legal Department of N.P. & W.S.

(b) Jetty - Nielsen Park

The Secretary/Manager advised that the Service had the money available to commence demolition of the damaged section of the jetty. Mr. Johnstone indicated that his officers in the Operations Division had the matter in hand, and would proceed with the work after advising other interested parties, e.g. Maritime Services Board, Woollahra Council, etc.

(c) Architectural Survey

The Secretary/Manager advised that Mr. Lucas did not consider the copy drawings from the Mitchell Library were very accurate and felt that he must, as originally planned, proceed with the preparation of accurate, measured plans and drawings.

Mr. Lucas had not given any further advice on the chimney breast and draught screen in the kitchen and the Secretary/Manager was asked to press him for a decision.

(d) Car Parking

It was agreed that for the time being the public would be permitted to park free of charge on the western paddock.

(e) Blue Mountains Exhibition

As strengthening of the display had been completed by BKS Displays it was agreed that Mr. Snelling should proceed with the planning of the whole exhibition area in the stables.

It was further agreed that the sideboard currently stored in this area should eventually be installed in the Guests' Diningroom and that the over-large sideboard presently in that room be transferred to Greycliffe House when convenient to the Service. Mr. Johnstone thanked the Trustees for their very generous offer of this sideboard for display in the ground floor section of Greycliffe House when it eventually opens to the public.

CORRESPONDENCE:

The President read a letter he had received from the Senior Archivist of the Mitchell Library regarding enquiries he had been making regarding the origins of the Vaucluse Estates and the name Vaucluse. From the information supplied the President had written an article which would be published in the Wentworth Courier. All Trustees agreed that this type of article was good public relations and Mr. Cook offered to write a further article for future publication.

2. Criticism of Trustees' Administration by Mrs. Phillip Simpson

The President again referred to the letter written by Mrs. Simpson to the Minister and then read a letter which he had written to her after discussing this matter at the last meeting with the Trustees. He then read the reply which he had received from Mrs. Simpson. The Trustees concurred unanimously with the action taken by the President and further agreed that no useful purpose would be served by prolonging the correspondence and that therefore, the matter should be dropped. It was however agreed that the Secretary/Manager should provide the members of the House Committee with a copy of Mrs. Simpson's original report to the Trustees written in 1972.

3. N.P. & W.S. Advisory Committee

A letter from the Director was read, formally requesting permission to hold the Annual Meeting of the N.P. & W.S. Advisory Committee, of which he is chairman, on Saturday afternoon, December 14, 1974 at the House with a barbeque to follow for the members of the committee and their families. The Trust gave their hearty approval to this request. It was agreed that the details should be worked out between the Secretary/Manager and the appropriate officers of the Service.

4. Dinner to Dr. Cobden Parkes

The Secretary/Manager tabled a bill which had been rendered by the Brody Knight Catering Service. All Trustees were critical of the quality of the meal and the service provided, but agreed that there was no alternative but to accept the bill as rendered. It was agreed that all Trustees and the Counsellor would personally pay for their wives and themselves, but that the guests' meals and the hire of the tables and chairs would be paid from the special allocation for entertaining. The Secretary/Manager was requested to submit a bill to each Trustee and Counsellor.

5. Concert by Police Band of N.S.W.

The Secretary/Manager tabled a letter he had received from the Assistant Commissioner advising that permission had been given for the Police Band to play on the lawns of Vaucluse House on Sunday, 22nd December, 1974. It was agreed that this concert should be publicised by advertising in the "Wentworth Courier" and the weekly magazine, "This Week in Sydney".

6. Nielsen Pool - unsatisfactory installation of pile

The Secretary/Manager read a letter from the Managing Director of the Australian Bridge and Wharf Pty. Ltd. (formerly Sydney Bridge and Wharf Pty. Ltd.) which was a reply to his own letter expressing doubts as to the efficiency of the pile which had been driven in at the Nielsen Pool. It was agreed that the letter from the Australian Bridge and Wharf Pty. Ltd. was most conciliatory, but in the circumstances a number of Trustees felt that we should continue to withhold payment. Mr. Finlay confirmed that

we had no obligation to pay but felt that as a gesture of goodwill we should offer to pay somewhere in the region of 50% of the cost but not the 75% suggested by the Company. It was finally agreed that the Secretary/Manager should try to arrange a meeting between the senior executive of the company, Mr. Barrett and himself.

7. South Paddock Pool

The Secretary/Manager tabled a letter which he had received from a young man, Mr. Peter Jones, who lives locally expressing concern about the state of the pool at the south end of the south paddock. Mr. Jones then went on to offer his services entirely free of charge to generally clean up this area and look after it when this is done. The Trustees agreed that it was a welcome experience to find someone willing to do a good service without financial reward and it was unanimously agreed that the Secretary/Manager should ask Mr. Jones to call upon him and discuss the matter in greater detail.

8. Formation of Sydney Harbour National Park

The President read the letter which had been received from Mr. Johnstone regarding the formation of the Sydney Harbour National Park and the subsequent vesting of the control of Nielsen Park in the Director. After the reading of the letter Mr. Johnstone answered queries put to him by a number of Trustees and it was then agreed that the Secretary/Manager should formally reply agreeing to the hand over of Nielsen Park at a date to be decided by the Director, but that certain matters which had arisen during discussions should be mentioned in this reply. (A copy of the Trust's letter is attached for the information of Trustees.)

It was agreed that all correspondence relating to the Tea Rooms should be considered under Item 5(a) of the Agenda.

GENERAL BUSINESS:

(a) Wine Licence for Tea Rooms.

The Trustees received with satisfaction the letter from The Minister of Lands signifying his approval for the Trustees to support an application by the Lessee of the Tea Rooms for a licence to serve wines and beer with a mid-day meal. This application to be made in the normal manner through the Licensing Court.

The President then read all the letters expressing opposition to a wine licence for the Tea Rooms, these being from:-

- i. Mrs. McDonald, a local resident.
- ii. Vacluse Progress Association.
- iii. Vacluse House "Protection Campaign".
- iv. Woollahra Council.
- v. Mr. Harris - a solicitor living locally.
- vi. Mrs. Vickery - a local resident.

Mr. Doyle's circular letter to the "Friends of Vacluse House" which concisely expressed the Trust's position regarding an application for a licence was then read, and he was pleased to report that already he had received a considerable number of letters from "Friends" approving of the Trust's proposals (many more have been received since the meeting).

A further letter from the Minister requesting that the Trustees should grant an interview to a deputation from the so called "Vacluse House Protection Campaign" was tabled and it was agreed that representatives of the Trust should

meet such a deputation. Mr. Doyle was appointed as the Convenor and the Trust should be represented by the President, Mr. Doyle, and Mr. Snelling with the Secretary/Manager in attendance.

Mr. Doyle advised that the Wentworth Courier had agreed to publish an article which he had written giving the true facts about the proposed wine licence. The Trustees signified their approval of the action he had taken.

In respect of the letter from the Town Clerk of Woollahra Council, Mr. Herford suggested that the Trust should seek an interview with the Mayor. The President, Mr. Herford and Mr. Doyle were appointed to represent the Trust and it was left to Mr. Doyle to make the necessary arrangements.

Further discussion then took place in which Mr. Barrett expressed the view that the only course of action was to advise the lessees of the Tea Rooms to put in a normal application for a licence strongly supported by the Trust and let the Magistrates decide. All present agreed with this recommendation. Mr. Snelling advised that the caterers should select an expert licensing solicitor to represent them. Mr. Finlay supported Mr. Snelling and recommended that Michael Avenell Catering Company should be advised to retain Mr. Ken Smithers.

It was then formally and unanimously resolved that a letter should be written to the lessees of the Tea Rooms indicating that they should now proceed to apply for the required liquor licence with a strong recommendation that they should engage Mr. Smithers to represent them at the hearing.

(b) Painting and Prints ex Mitchell Library.

As mentioned in the Secretary/Manager's report the exchange of paintings and prints had taken place. He also reported that with the co-operation of Mr. Nielsen, the new picture restorer of the Mitchell Library, he had been able to trace the paintings taken away some three or four years ago for restoration and it was hoped that these would be available for re-hanging in the House in the near future. After some further discussion the Trustees agreed that it was desirable that eventually most of the paintings and prints in the House should be Trust property, thus ensuring that all pictures and frames were complementary to the House and of the correct period.

SUB-COMMITTEE REPORTS:

(a) House Committee:

(i) Purchase of Sulky

The President reported the purchase of a sulky at a price of \$150. Some restoration is required but basically the vehicle is in sound condition and very similar to the type actually used by W.C. Wentworth. The Trustees viewed the sulky in the coach-house and expressed their approval of the purchase as after restoration it would be worth at least \$1,000.

(ii) Mr. Cook reported that the Ellenden Coach, for which we had offered free storage, would probably be returned to England as it would fetch a higher price there than in Australia.

(iii) Mr. Cook also reported that he had examined the Davenport Desk offered by Mrs. Couzens of Dee Why and suggested that it would be a good acquisition and we should consider purchasing it for a sum not exceeding \$300. The Trust concurred and left it to the Secretary/Manager to see if Mrs. Couzens would accept this offer.

(iv) Insofar as re-constitution of the kitchen is concerned Mr. Herford again stressed that pressure should be brought to bear on Mr. Lucas, architect, to give a definite recommendation on what should be done with the fireplace, chimney breast and draught screen. The Secretary/Manager undertook to apply as much pressure as possible.

It was agreed that a pine dresser for the kitchen should be sought.

(b) Grounds Committee

Mr. Barrett reported that a sprinkler system and a good selection of plants had been installed in the greenhouse giving it a much improved appearance. He then presented a sketch made by the Secretary/Manager of the Committee's proposals for improving the appearance of the gardeners' compound. In principle the Trust approved of the scheme, but suggested that the opinion of the architect, Mr. Clive Lucas be sought. The Secretary/Manager undertook to contact Mr. Lucas.

(c) Insurances, Legal and P.R. Committee

Mr. Doyle said that many pressures on his time particularly with regard to the proposed licence for the Tea Rooms had prevented him finalising revised insurance cover, but he would be dealing with this as soon as possible. Insofar as P.R. was concerned he believed that a press release about four times a year to the local papers relating to Trust activities would be valuable in addition to any historical articles submitted by Trustees. The Trust agreed that the committee should proceed with this suggestion.

SECRETARY/MANAGER'S REPORT

This having been circulated was accepted and on behalf of the Trustees the President thanked the Secretary/Manager for the manner in which he had handled the interviews with television, radio and newspaper reporters seeking information regarding the proposed wine licence for the restaurant.

FINANCE

The financial report was accepted and recoup summaries Nos. 22 to 29 were tabled. These had already been passed for payment by the N.P. & W.S. and were formally confirmed by the Board.

In future reports the Secretary/Manager agreed to include cumulative totals for admissions to Vacluse House for the current and immediate past financial years for comparison purposes. He also undertook to provide all Trustees with a copy of the allocations for the current financial year.

OTHER BUSINESS:

(i) Mr. Finlay, due to pressure of professional work, asked to be relieved from his position as one of the Trust's appointees on the committee of the "Friends of Vacluse House". The Trust agreed to his request and Mr. Herford was unanimously elected to replace him.

(ii) Mr. Doyle briefly outlined the progress being made in organising the "Friends" function to be held during the first quarter of 1975.

(iii) It was agreed that Mr. Cook should pursue his enquiries with the Australian National University at Canberra with a view to having the date of manufacture of the so called "Pompeian" tiles scientifically determined. The Secretary/Manager undertook to provide Mr. Cook with some broken pieces of the tiles which he had stored in the office.

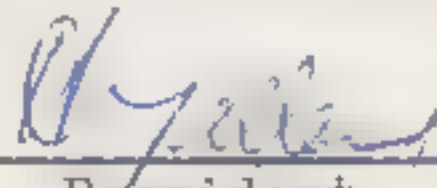
-6-

In closing the meeting the President thanked the Director for his attendance and for the valuable contribution he had made to the discussions and hoped that he would find time to attend some of the future meetings. The President also expressed the Trust's appreciation of the close liaison which had been established between the Director's senior officers and the Secretary/Manager during the preceeding twelve months.

The Director in reply assured the Trust of his continuing deep interest in Vaocluse House and of the full co-operation of all his staff at Head Office.

There being no further business to discuss the meeting was closed at 12.25 p.m.

Signed as a true record



President



Secretary/Manager

15-12-74

7-1

VAUCLUSE HOUSE/NIELSEN PARK HISTORIC SITE TRUST

REPORT FOR NOVEMBER, 1974

FROM: Secretary/Manager

TO: The Trustees

Gentlemen,

STAFF

Mr. and Mrs. Kearney proceeded on two weeks leave during the month and Mrs. Kearney resumed her duties on the 2nd December after an absence of over four months. Her major operation appears to have been very successful.

Mr. Jack Kennedy is on a fortnights leave at the present time.

Mrs. Jean O'Connor resumed her duties after a sick leave of six days.

VAUCLUSE HOUSE AND ANCILLIARY BUILDINGS

(i) The new fire alarm system was finally commissioned on the 14th November and appears to be operating satisfactorily. It will be connected to the nearest fire station as soon as the G.P.O. make a line available.

(ii) Two fine 19th century vases have been loaned to the House by a Mrs. Burfitt of Elizabeth Bay. The writer collected them and they are now on display in the Guests' Diningroom.

(iii) Mr. Nielsen has made a very fine job of the restoration of the Conrad Martens watercolour of "Sydney Harbour from Vacluse" and it is now back in its old position in the Morning Room.

(iv) The French clock with Sevres porcelain panels has been successfully repaired and is keeping good time. It is back in position in the Guests' Diningroom.

(v) Re-plastering of walls, cut into to take the fire alarm cables, has been carried out.

(vi) On the 21st November the appointed Trustees attended by the writer met the deputation from the so-called "Vacluse House Protection Campaign".

(vii) The Service prepared agreement regarding the "Longhurst Drawings" is now to hand and will be tabled at the Trust Meeting on the 15th December. If approved the writer will proceed with execution.

(viii) As requested at the last meeting the writer has had further discussions on site with Mr. Clive Lucas, but he is still unwilling to make any firm recommendation regarding the kitchen fireplace and wind-break. Also, in regard to the gardeners' compound, he considers that it should be left as it is, as a corrugated iron structure is not out of keeping with the period of the House. Any desired "screening" of the area should be done with bushes, creeper, etc.

BLUE MOUNTAINS EXHIBITION AND ADJOINING ROOMS.

Mr. Snelling has visited the House each week since the last meeting and is actively planning the area and examining all items likely to be suitable for exhibition. He will be reporting at the next meeting.

The writer has collected the two models from Mrs. Kiernan and assisted her to instal them in the case in the exhibition rooms.

VAUCLUSE PARK.

The lawns have almost recovered from the disastrous attack last winter by web moth and army beetles. High winds have once again brought down a number of branches from various trees. The large Moreton Bay Fig overhanging the Tea Rooms is a cause of great concern and the President and the

Treasurer have agreed that we should consult a tree surgeon with a view to having it lopped. This work is too big and hazardous for our own staff to tackle.

Repairs to a leaking roof over the kitchen area of the Tea Rooms have been carried out.

Now that summertime is with us again, extra special attention is being given to the beach of Vaucluse Bay in an attempt to beat the flotsam and jetsam problem.

The writer has interviewed Mr. Peter Jones of Hopetoun Avenue regarding his offer to clean up the pond in the South Paddock. He is a fine young man and I consider his offer should be accepted. Mr. John Kearney will give him every possible assistance.

NIELSEN PARK.

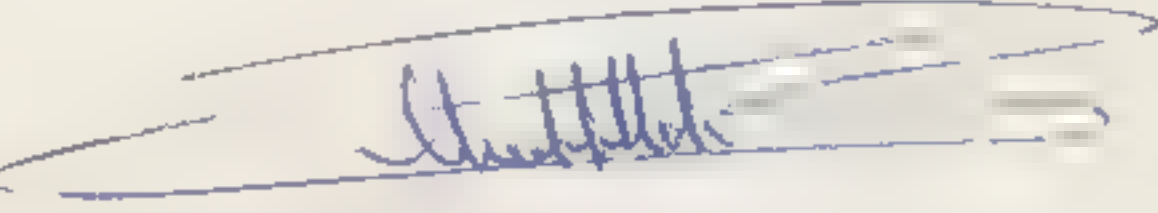
I have not yet been able to arrange a meeting with the management of Australian Bridge and Wharf regarding the unsatisfactory installation of the new pile in the swimming area and the bill therefore remains unpaid.

A very serious drain blockage around the Kiosk necessitated the services of an "electric eel".

The usual summer outbreak of "hooliganism" has required the occasional intervention of the police.

CLARK ISLAND

Water police in the "Nemesis" raided the island during the hours of darkness and made a number of arrests. Fortunately, there was no apparent damage to Service installations on the island. We are now patrolling the area on Saturdays and Sundays and clearing the garbage on Tuesday and Wednesday of each week. The Nielsen staff is stretched to the limit.


A.E. Hobson
SECRETARY/MANAGER

8th December, 1974

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NOVEMBER, 1974

FINANCIAL REPORT

Admissions to Vaucluse House

<u>Ticket Values</u>	<u>No. of Admissions</u>	<u>Income</u>
50¢	3385	\$1,692. 50
30¢	112	33. 60
20¢	902	180. 40
10¢	802	80. 20
Coach Tours & Party Admissions by Voucher:		
50¢	1875	937. 50
20¢	754	150. 80
10¢	<u>971</u>	<u>97. 10</u>
	8801	\$4,529. 30

Admissions - Nielsen Park Pool

<u>Ticket Values</u>		
30¢	5513	\$1,653. 90
10¢	3678	367. 80
Season Tickets		472. 00
Car Parking		319. 50
Miscellaneous		<u>111. 26</u>
	9191	\$2,924. 46

Comparative Cumulative Totals - Vaucluse House Admissions

<u>Financial Year</u>	<u>1973/74</u>	<u>1974/75</u>
22 weeks	35,016	41,520

Revenue

Total income inclusive of admissions, sales, rents, etc. was \$7,164.46 of which General Revenue due to the N.P. & W.S. was \$5,219.29 whilst \$1,945.17 was credited to the Special Purposes Account.

Budget

As our basic allocations have been severely curtailed for the current financial year and as all maintenance and development work expenses have now to be met from the Special Purposes Account the Treasurer and the writer are keeping a very careful check on all Special Purposes Account commitments. Nevertheless, the moneys available from the Special Purposes Account should enable the Trust to carry on with most of its projects during the remainder of the current financial year.

2

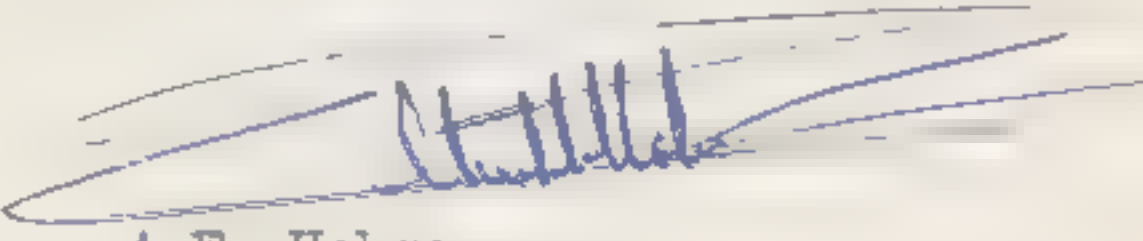
SPECIAL PURPOSES ACCOUNT

<u>Item</u>	<u>Dr.</u>	<u>Cr.</u>
BY:		
Balance brought forward at 1.11.74		\$17,789. 40
TO:		
Vintage Car Bazaar for Sulky	150. 00	
Wormald Indus. Fire Alarm.		
Progress payment	3,000. 00	
J. Andrew - plastering	132. 00	
T. Nielsen - Picture restoration	11. 00	
G. Marler - plumbing	300. 00	
Dai-John Excavating-trench digging	580. 00	
Mrs. Kiernan.Wig for child model	17. 50	
Rentokil - removal of bees nest	76. 00	
BY:		
Revenue		1,945. 17
TO:		
Balance carried forward at 1.12.74	15,468. 07	
	\$19,734. 57	\$19,734. 57

Major Commitments

<u>Item</u>	
Table and Dresser - David Cloonan	\$ 645. 00
Fire Alarm System. - Outstanding	3,007. 00
Plastering - Andrews	50. 00
Architectural Survey	2,500. 00
	\$6,202. 00

Therefore, the amount available in the Special Purposes Account at 1.12.74 is \$9,266.07 subject to a possible adjustment by Finance Division of the Service to cover expenditure incurred in excess of \$3,500.00 on Item 28 prior to allocations being made known at the beginning of November 1974.


A.E. Hobson
SECRETARY/MANAGER.

8th December, 1974

20 NOV 1974

264/7

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 30 Park code 26

EXPENDITURE FROM ADVANCE A/C OF ~~Vintage house historic site~~

at ~~North of ...~~ (bank and branch)

for the period ended ~~8th November, 1974~~, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped	
			\$	c
178	402663	Salaries and wages. w.e. 30.10.74	1667	71
179	402664	Public Moneys A/c w.e. 30.10.74	373.	90
180	402665	Franco Trading Co.	118.	00
181	402665	Ivor Wilson	117.	00
182	402667	J.H. Griffin	12.	00
183	402668	Met. W. & S. Board	65.	31
184	402669	A.R.C. Engineering	64.	20
185	402670	Eastern Suburbs Hospital	15.	60
186	402671	Copy Cat. Rose Bay	58.	75
187	402672	Smith & Lane Pty. Ltd.	39.	22
188	402673	G.S. Whittle	403.	00
189	402674	Castrol Aus. Pty. Ltd.	13.	66

TOTAL \$ 2,948.35

Vouchers totalling \$ 2948.35 were recouped on

Accountant, *Whittle*
per: *[Signature]*

ADVICE OF RECOUPMENT

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 31

Park code 26

EXPENDITURE FROM ADVANCE A C OF Vaucluse House Historic Site

at Bank of N.S.W. Vaucluse. N.S.W. (bank and branch)

for the period ended 15th November, 1974, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped	
			\$	c
190	402675	Salaries and wages. w.e. 6.11.74	1666.	66
191	402676	Public Moneys A/c w.e. 6.11.74	405.	65
192	402677	SPECIAL PURPOSES ACCOUNT		
193	402678	Petty Cash expenses	54.	69
194	402679	Commissioner of Taxation (Payroll Tax)	366.	60

TOTAL \$ 2493. 60

Vouchers totalling \$ 2493-60 were recouped on 29 Nov 1974

Accountant,
per

ADVICE OF RECOUPMENT

25/14

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 32 Park code 26

EXPENDITURE FROM ADVANCE A.C OF ...

at ... (bank and branch)

for the period ended 7.11.1,74, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped	
			\$	c
192	402677	Vintage Car Bazaar Pty. Ltd.	150.	00

SPECIAL PURPOSES ACCOUNT
250 - 13 - 26 - 28

TOTAL \$ 150.

Vouchers totalling \$ 150-00 were recouped on

Accountant,
per: -

ADVICE OF RECOUPMENT

23 1/13

NATIONAL PARKS AND WILDLIFE SERVICE

Summary No. 33

RECOUP SUMMARY

Park code 26

EXPENDITURE FROM ADVANCE A/C OF Victoria Historic Site

at (bank and branch)

for the period ended 12th November 1974, 19

Voucher No.	Cheque No.	Claimant	Income Tax *	Amount to be recouped
				\$ c
195	402680	Wormald Industries		3,000. 00
196	402681	J. & M.D. Andrew Pty. Ltd		132. 00
202	402687	T.P. Nielsen		11. 00
207	402692	G. Merler		300. 00
213	402698	Dai-John Excavating		580. 00
SPECIAL PURPOSES ACCOUNT				
250 - 13 - 26 - 28				
TOTAL TAXATION				
TOTAL TO BE RECOUPED			\$	4,023. 00

Vouchers totalling \$ 4023 00 were recouped on

Accountant,
per:

ADVICE OF RECOUPMENT

28 NOV 1974

273/13

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NATIONAL PARKS AND WILDLIFE SERVICE

Summary No. 34

RECOUP SUMMARY

Park code 26EXPENDITURE FROM ADVANCE A/C OF Vaucluse Municipalityat Bank of N.S.W. Vaucluse (bank and branch)for the period ended 19th November, 1974, 19

Voucher No.	Cheque No.	Claimant	Income Tax *	Amount to be recouped	
				\$	c
197	402682	F.D. Catt Pty. Ltd.		35.	50
198	402683	Lane Limited		36.	00
199	402684	Bondi Lawn Mower Service		10.	02
200	402685	Eastern Suburbs Lime & Cement		93.	67
201	402686	C.I.G.		21.	60
203	402688	Salaries and wages. w.e. 13.11.1974		1959.	10
204	402689	Public Moneys Account w.e. 13.11.1974		449.	10
205	402690	Franco Trading Co.		110.	00
206	402691	G. Marler		162.	00
208	402693	Kodak (Aust) Pty. Ltd.		155.	75
209	402694	Cyclone Products Pty. Ltd.		105.	40
210	402695	Perfection Plate Pty. Ltd.		195.	27
211	402696	Eastern Suburbs Newspapers		37.	80
212	402697	Copy Cat Pty. Ltd.		27.	60
TOTAL TAXATION					
TOTAL TO BE RECOUPED				\$3398.	81

Vouchers totalling \$ 3,485.51 were recouped on 26 NOV 1974

Accountant,

per: 

ADVICE OF RECOUPMENT

16 DEC 1974

303/7

88

NATIONAL PARKS AND WILDLIFE SERVICE

Summary No. 35

RECOUP SUMMARY

Park code 26

EXPENDITURE FROM ADVANCE A/C OF Valcluse on e r i t a r i c i t eat Valcluse (bank and branch)for the period ended 25th November, 1974, 19

Voucher No.	Cheque No.	Claimant	Income Tax *	Amount to be recouped
				\$ c
214	402699	Salaries and wages. w.e. 20.11.1974		1620. 47
215	402700	Public Moneys A/o Income tax. "		375. 00
216	402701	Ivor Wilson		104. 00
217	402702	Special Purposes Account		
218	402703	Deveson Jahn		74. 95
219	402704	Ferguson Plants		150. 00
220	402705	T.F. Blom.		30. 00
221	402706	Ray Tullipan		110. 00
222	402707	Tanner Middleton Pty. Ltd.		48. 28
223	402708	Sydney County Council		30. 44
224	402709	Special Purposes Account		
225	402710	Government Insurance Office		1068. 93
TOTAL TAXATION				
TOTAL TO BE RECOUPED				\$ 3,612. 07

Vouchers totalling \$ 3612-07 were recouped on 25.11.74

Accountant,

per: ..

ADVICE OF RECOUPMENT

NATIONAL PARKS AND WILDLIFE SERVICE

Summary No. 38

RECOUP SUMMARY

Park code 26

EXPENDITURE FROM ADVANCE A/C OF ~~Yverre - de l'interie - ite~~

at Bank of N.S.W. Newcastle (bank and branch)

for the period ended 3rd December, 1974, 19

Voucher No.	Cheque No.	Claimant	Income Tax *	Amount to be recouped	
				\$	c
230	402715	David Cloonan. Antiques		645.	00
231	402716	Wormald Bros.		1500.	00
233	402713	J. & L.D. Andrew lty. Ltd.		50.	00
TOTAL TAXATION				2195.	00
TOTAL TO BE RECOUPED				\$	

Vouchers totalling \$ 2195 -00 were recouped on DEC 27

Accountant,
per: *[Signature]*

ADVICE OF RECOUPMENT

VAUCLUSE HOUSE/NIELSEN PARK HISTORIC SITE TRUST

A MEETING OF THE TRUSTEES WILL BE HELD AT VAUCLUSE HOUSE

ON SUNDAY, 15TH DECEMBER, 1974

AT 9.30 A.M.

A G E N D A

1. Apologies for absence
2. Confirmation of Minutes of Meeting held 17th November, 1974
3. Matters arising from the minutes.
4. Correspondence
5. General Business:
 - (a) Wine licence for Tea Rooms and Executive report of meeting with Mr. N. Campbell, Manager of Michael Avenell Catering Company on 5.12.74.
 - (b) Sydney Harbour National Park.
6. Reports of sub-committees.
 - (i) House Committee
 - (ii) Grounds Committee
 - (iii) Insurance, Legal and PR. Committee
7. Secretary/Manager's Report
8. Finance:

Accounts paid since the last Recoupment Summary was submitted to the Board are as detailed on summaries tabled. These have been passed by N.P. & W.S. and thus formal confirmation by the Board is now requested.
9. Any other business.

A.E. Hobson
SECRETARY/MANAGER.

VAUCLUSE HOUSE/NIELSEN PARK HISTORIC SITE TRUST

MINUTES OF MEETING HELD AT VAUCLUSE HOUSE HISTORIC SITE
ON SUNDAY, 15TH DECEMBER, 1974 AT 9.30 A.M.

PRESENT:	Mr. H.L. Yelland	President (in the Chair)
	Mr. M. Finlay	Vice-President
	Mr. J.R. Barrett	Treasurer
	Mr. H.T. Pierce	
	Mr. M. Herford	

APOLOGIES FOR ABSENCE: Messrs. Doyle, Cook and Snelling

IN ATTENDANCE: Mr. A.E. Hobson Secretary/Manager

ON LEAVE OF ABSENCE: Mr. G.J. Crouch

MINUTES: The minutes of the previous meeting were confirmed.

MATTERS ARISING FROM PREVIOUS MINUTES:

(a) N.P. & W.S. Advisory Council. A.G.M.

The President, who had been invited to attend the Barbecue Dinner following the meeting on Saturday, 14th December, reported that all who attended this meeting spoke very highly of the arrangements made and were most grateful to the Trust for allowing the Council to use the Board Room for the meeting and the walled garden for the ensuing barbecue.

(b) Concert by Police Band of N.S.W.

The Secretary/Manager advised that this concert on Sunday, 22nd December, 1974 had been publicised in the local paper. The President requested that as many members of the Board as possible should attend this concert.

CORRESPONDENCE:

1. A further letter from Mr. Harris, Solicitor asking for extracts from Trust Minutes was viewed as an impertinence. It was left to the President to reply as he thought fit.
2. Proposal forms for revision of Burglary and "All Risks" Insurances were tabled by the Secretary/Manager. It was agreed that he should liaise with Mr. Doyle, and then complete the forms and return them to the G.I.O.
3. A formal reply from the Town Clerk of Woollahra acknowledging receipt of the President's letter relating to the Tea Room was received.
4. A copy of a letter from Mr. John Cooper, Convenor of the Australia Party (Wentworth Group) to a Mrs. J. May of Vauclose regarding the proposed licensed restaurant was read. It was agreed that no reply was necessary as the purpose of the letter indicated that the official policy of the Party in this matter was neutral.
5. A letter from ABC - Television asking for the usual facilities to film the start of the Sydney-Hobart Yacht Race from Steele Point was received and formally approved.
6. A letter and invoice from Mr. Setlik, who had finished the restoration of the original portrait of "Miss Edith Wentworth" and the painting "The Three Fates" taken away some years ago by a Mr. Byron, was received. The Secretary/Manager advised that in his opinion Mr. Setlik's work was of the

highest standard. The Trust consequently approved payment of the account and expressed satisfaction that the paintings had been returned to the House.

7. Weddings in the Grounds.

The Trust formally approved a request from a Mrs. M. Farrington for her daughter to be quietly married in the grounds on 1st February, 1975. A similar request from Mr. J. O'Keefe - the rock and roll singer was refused on the grounds that it would cause too much disruption in the Park. It was left to the Secretary/Manager to write suitable replies.

GENERAL BUSINESS:

(a) Wine Licence for Restaurant

Since issuing the Agenda the Secretary/Manager reported that a copy of the proposed Lease/Licence had been received from the Service and it was agreed that this should also be considered.

The President reported on the visit of himself and Mr. K.R. Doyle to the Mayor of Woollahra to clear up any misunderstanding the Council might have regarding the proposed wine licence for the Restaurant. He also apologised to Mr. Herford for the fact that inadvertently he was not advised of the date of this meeting.

On behalf of the Executive, the Treasurer then reported on the meeting with Mr. N. Campbell - Manager of Michael Avenell Catering Company. He said that the Executive were more than satisfied with the manner in which the caterers were operating the Tea Room and had reached agreement in principle with Mr. Campbell relative to the future glazing of the premises and the installation of the toilets required for the proposed restaurant. Costs were not yet available from the caterer's architect. Mr. Herford expressed the view that the caterers should be responsible for insuring the new glazing when completed - it was agreed that this should be noted for incorporation into the final lease. The Treasurer further advised the meeting that Mr. Campbell had accepted the Trust's recommendations and advice about consulting Mr. K. Smithers when the time came to apply for a wine licence for the new restaurant.

The meeting then considered the draft licence and lease option provided by the Service after consultation with the caterer's solicitor.

Having previously studied the document, the Vice-President expressed the opinion that the Service Legal Department had covered the matter more than adequately apart from a few small points. He also expressed the view that some of the terms were excessively restrictive on the lessee, but if the caterer's solicitor was satisfied he saw no reason for the Trust to worry. Undoubtedly the lease as written ensured that the Trust maintained maximum control over the operation of the Tea Room.

The President indicated that he would like to see the proposed long term improvements offered by the lessees spelt out in more specific terms.

The Treasurer had noted that there was no clause relating to a bill of sale and Mr. Herford expressed the view that there should be an adequate bond to cover financial failure of the caterers and that the notice period should be one month.

In view of the foregoing remarks the Vice-President undertook to call a meeting in his chambers with Mr. Bruce Wilson of the Service Legal Department and the caterer's solicitor to deal with the points made and if possible clarify the whole matter.

Mr. Herford then queried the trading hours if a Liquor Licence was granted.

The Treasurer explained the position under the Act and Mr. Pierce advised that trading hours are governed by the law and any person or body to whom a liquor licence is granted must abide by the law.

The President then asked the meeting if they wished to take any further action in respect of the campaign against the liquor licence for the restaurant. As the campaign seemed to be losing the momentum it had originally, it was agreed that no further action was desirable or necessary at present.

(b) Sydney Harbour National Park

The Secretary/Manager advised that officially he had received no notification to date from the Service regarding the proposed vesting of the control of Nielsen Park in the Director, but unofficially he understood that a Mr. Colin Green had been appointed as the new Superintendent of Sydney Harbour National Park and would commence his duties on the 6th January, 1975. He anticipated that an official letter of notification would be forthcoming from the Service in the near future.

In view of the above statement, the Trustees agreed that no further action was possible at the present time.

SUB-COMMITTEE REPORTS:

(a) House Committee:

(i) Mr. Herford reported the purchase of a very fine mid-19th century dresser for the kitchen and a small table. The meeting unanimously approved of these acquisitions and the Secretary/Manager advised that he had already laid out a selection of items from the Batterie de cuisine in the glazed upper section of the dresser, which had in a short space of time received much favourable comment from visitors.

(ii) Mr. Herford also commented that further development of the kitchen was hampered by lack of a decision by our architect relative to the chimney breast and windshield wall. The President said that this was one of the points he would raise in an interview he intended having with Mr. Lucas before the next meeting. Apart from arranging such a meeting, the Secretary/Manager was instructed to ask Mr. Lucas to attend the next Trust meeting and present a progress report on work done.

(b) Grounds Committee

Mr. Barrett advised that Mr. Campbell, Manager of Michael Avenell Catering Company, had expressed concern regarding

the danger of branches from the big Moreton Bay fig tree falling on the Kiosk and the patio. It was agreed that we should engage the services of a tree surgeon to examine the tree and quote for "lopping" it where necessary.

(c) Insurance, Legal and P.R. Committee

Mr. Finlay advised that all current legal matters had been dealt with in discussions relating to the Tea Room.

As Mr. Doyle was unavoidably absent from the meeting the Secretary/Manager advised that Mr. Doyle was actively dealing with insurance matters and was hoping to finalise adjustments to various policies with the G.I.O. in the near future.

SECRETARY/MANAGER'S REPORT:

This report having been circulated was accepted. The following points were discussed and decisions made as required:-

(i) Agreement re "Longhurst Drawings".

A badly worded and inaccurate advertisement in the "Sydney Morning Herald" inserted by Artstaff Pty. Ltd., offering copies of the portfolio for sale, had been noted by Trustees. The Secretary/Manager advised that he had, as an interim measure, contacted Artstaff and asked that any future proposed advertisements should be submitted to the Trust for approval prior to publication. The meeting agreed that Artstaff were entitled to attempt to dispose of the 1,000 copies of the portfolio, which they had retained, by any legitimate means but the advertising copy must not leave the Trust open to criticism. The meeting endorsed the action taken by the Secretary/Manager, but considered it imperative that a clause be added to the agreement making it mandatory for Artstaff to submit any proposed advertising copy, relating to the drawings, for Trust approval. The Secretary/Manager undertook to contact the Service Legal Department and have a suitable clause added to the agreement.

(ii) Unsatisfactory installation of pile - Nielsen Park Pool

In view of the desirability of settling this "storm damage" account as soon as possible, the Secretary/Manager was given permission to pay this account providing Australian Bridge and Wharf Pty. Limited gave a firm written undertaking to make it good at the end of the swimming season or at any time prior to the closure of the pool should the necessity arise. (Please see Secretary/Manager's current report).

FINANCE

The financial report was accepted and recoup summaries 30 to 35 were tabled. These had already been passed for payment by the N.P. & W.S. and were formally confirmed by the meeting.

OTHER BUSINESS:

(i) Avenell Catering had asked if the Trust had any objection to them inserting and paying for an advertisement for the House and Tea Room in the columns of the Sydney Morning Herald. No objection was raised and the Secretary/Manager undertook to advise the catering company accordingly.

(ii) The President considered that an advertisement for the House in the "Education Gazette" might be useful. The Trustees empowered the President to insert a suitable advertisement as and when he thought fit to do so.

(iii) The President said that he felt it was time to invite His Excellency, The Governor of N.S.W., Sir Roden Cutler to visit the House again. The meeting agreed unanimously

-5-

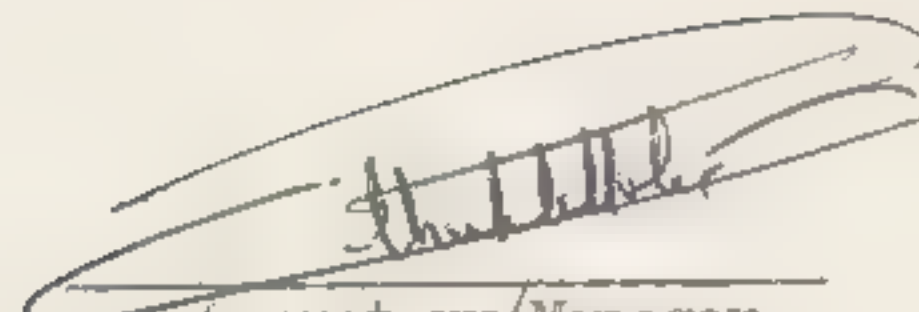
that such an invitation should be issued during 1975
at the President's discretion.

There being no further business to discuss the President
declared the meeting closed at 11.50 a.m.

Signed as a true record



President



Secretary/Manager

6 2. 75

VAUCLUSE HOUSE HISTORIC SITE TRUST

REPORT FOR DECEMBER, 1974 AND JANUARY, 1975

FROM: Secretary/Manager

TO: The Trustees

Gentlemen,

STAFF

Mrs. Jean C'Connor proceeded on two weeks leave over the Christmas and New Year period. Mrs. O. Sames took two weeks leave in mid January, 1975. Mrs. Phyllis Hall is currently on a fortnights leave and will return to duty on the 10th February, 1975. Mr. Tony Simpson took a weeks leave over the Christmas/New Year holiday period.

The writer has accumulated six weeks leave and with the approval of the President will proceed on leave for a fortnight on 17th February. During his absence Mrs. Phyllis Hall will be in administrative control of the site.

VAUCLUSE HOUSE AND ANCILLIARY BUILDINGS

(i) The new heavy duty electric power line has been laid to the House and a new pole and meter box installed. Our line is no longer overloaded and about 40% surplus power is now available for future use. The trench cut across the outer courtyard has been allowed to settle for eight weeks and tenders have now been called for re-asphalting the surface.

An estimate has also been called from Mr. Cameron for the installation (already approved by the Trustees), of security lighting around the verandah with the master switch in the Secretary/Manager's residence.

(ii) Preparatory work for the repainting of the outer walls of the drawing room is under way, but we ran into trouble with LARGE areas of "drumming" plaster. After taking advice from our architect, Mr. Lucas, some large areas are being re-rendered with a mixture which will allow the walls to "breathe" thus helping to overcome the problem of rising damp. A final decision on the type of paint to be used will be made after consultation with the Technical Department of Berger's Paints.

(iii) The covered walk-way in the courtyard has been repainted and other small painting jobs carried out. Quotations have been called for the repainting of the external woodwork of the Stables and the Boardroom.

(iv) Some of the velvet drapes around the staircase/windows have been taken down, dry cleaned and re-hung. Others will be progressively cleaned over the next few months.

(v) At my request representatives from the Art Gallery of N.S.W. have examined the watercolours on loan to the House and are very happy with their condition.

(vi) Mr. Lucas and his assistant have spent considerable time at the House during January working on the architectural survey.

(vii) A supply of special mouldings have been obtained for the renewal of damaged skirting boards and architraves in the House and the re-furbishing of Gilberthorpe's Room.

(viii) The opening into the loft from the old paint shop has been increased to permit easier access for storage purposes, the staircase is being repaired and a handrail fitted.

(ix) The writer discovered three more small areas of white ant activity and these have been treated by Rentokil. Following this the six monthly inspection taking three days was carried out. No further activity was discovered, but routine preventive measures were taken.

VAUCLUSE PARK

Despite the prolonged spell of dry weather Mr. Kearney and his staff have kept the gardens in good order with constant watering, but the south and west paddocks are in bad shape. High winds have on two occasions littered the park with broken branches. Two trees have crashed and been removed.

On two consecutive Sundays early in January I received complaints about nude sunbathers on the Beach Paddock and dealt successfully with the offenders without having to call in the police.

Our volunteer worker Mr. Peter Jones has made a start on cleaning up the pond at the head of the South Paddock and will continue with this work in his spare time.

TEA ROOM

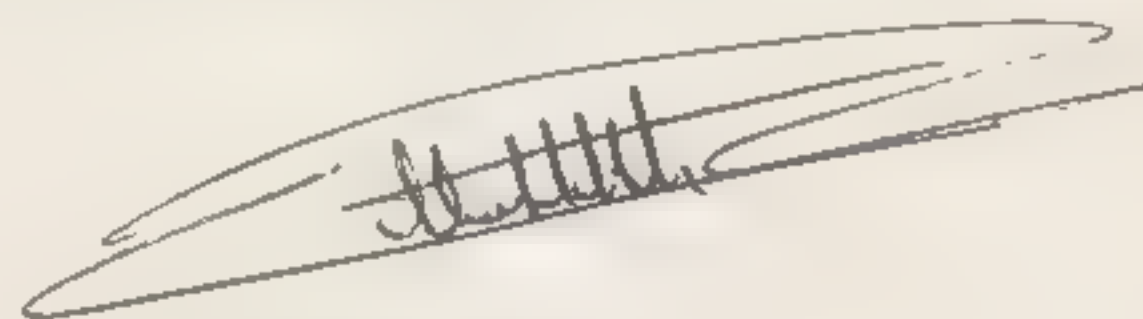
For some time we had experienced great difficulty in disposing of the large amounts of wet garbage from the Tea Room, consequently Mr. Niel Campbell has arranged to have it removed thrice weekly by disposal contractors.

NIELSEN PARK AND CLARK ISLAND

Officially the new Superintendent of Sydney Harbour National Park, Mr. Colin Green assumed control over the staff of Nielsen Park on the 6th January, 1975, but at the same time Mr. George King - Assistant Director nad Mr. Green asked me to carry on with the day to day administration of the two areas as Mr. Green at present has no personal staff or facilities at Greycliffe House. This I agreed to do with the approval of the President. I have established an excellent personal and working relationship with Mr. Green and I know that our co-operation is greatly appreciated by the Service.

As and from the 6th January, 1975 all expenditures made on Nielsen Park and Clark Island are allocated on a special dissection sheet to Sydney Harbour National Park.

Steps are being taken to legally invest Nielsen Park to the care of the Director but this is likely to take at least another two months. Legally, therefore this Trust is still responsible for Nielsen Park.



A.E. Hobson
SECRETARY/MANAGER

DECEMBER, 1974

FINANCIAL REPORT

Admissions to Vaucluse House

<u>Ticket Values</u>	<u>No. of Admissions</u>	<u>Income</u>
50¢	3056	\$1,528. 00
30¢	202	60. 60
20¢	498	99. 60
10¢	774	77. 40
Coach Tours & Party Admissions by Voucher:		
50¢	693	346. 50
20¢	184	36. 80
10¢	167	16. 70
	<u>5574</u>	<u>2,165. 60</u>

Admissions - Nielsen Park Pool

<u>Ticket Values</u>		
30¢	8598	\$2,579. 40
10¢	7555	755. 50
Season Tickets		147. 00
Car Parking		525. 00
Miscellaneous		151. 91
	<u>16153</u>	<u>\$4,158. 81</u>

Comparative Cumulative Totals - Vaucluse House Admissions

<u>Financial Year</u>	<u>1973/74</u>	<u>1974/75</u>
26 weeks	42,775	47,094

Revenue

There was a considerable decline in admissions to Vaucluse House during the fortnight immediately preceding the Christmas holiday. The writer can only attribute this to the fact that people were too busy doing their pre-holiday shopping, to find time to visit the House. The prolonged spell of good weather prior to Christmas may also have been a contributing factor with people preferring to go to the beach. Nielsen receipts were well ahead of December, 1973 despite the fact that after the 20th December, 1974 revenue was severely cut due to the collapse of the pile installed in October and the consequent destruction of half the shark nets.

Despite these setbacks total income inclusive of admissions, sales, rents etc., was \$7,488.65 of which General Revenue due to N.P. & W.S. was \$6,216.81 whilst \$1,271.84 was credited to the Special Purposes Account.

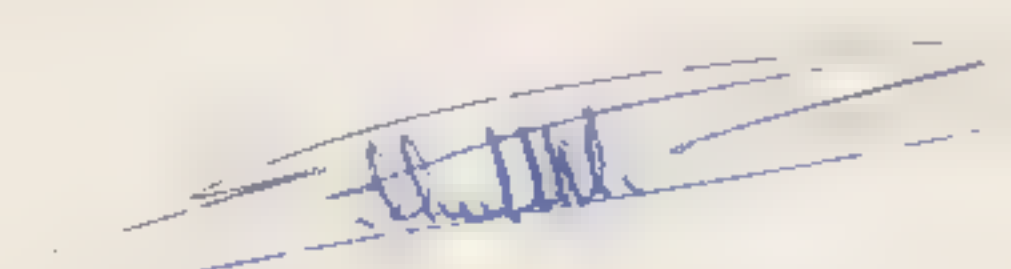
Budget

We are operating within the allocations laid down by the Service and the amount remaining in the Special Purposes Account should, with anticipated income for the next six months of the financial year enable the Trust to operate in a satisfactory manner.

SPECIAL PURPOSES ACCOUNT

<u>Item</u>	<u>Dr.</u>	<u>Cr.</u>
BY:		
Balance brought forward at 1.12.74		\$15,468.07
TO:		
David Cloonan Antiques for Dresser & Table \$	645.00	
Wormald Int. Fire Alarm. Progress payment	\$1,500.00	
J. & M.D. Andrew Pty. Ltd. for plaster.	50.00	
H.T. Haughton - Painting	89.85	
W.J. Craine & Son Pty.Ltd. Drain clearing	291.00	
G.Marler. Plumbing. Roof repairs,etc	338.00	
I.Wilson. Carpentry	52.00	
Wormald Int.Fire Alarm. Final payment	1,507.00	
Inter-Decor. Painting	175.00	
BKS Displays.Repairs Blue Mts.Exhib.	303.00	
J.& M.D. Andrew Pty.Ltd. Plastering	50.00	
B.Knight & Co. Caterers	309.55	
BY:		
Revenue		1,271.84
TO:		
Balance carried fwd. at 1.1.75	<u>11,429.51</u>	
	<u>\$16,739.91</u>	<u>\$16,739.91</u>
<u>Major Commitments</u>		
Architectural Survey		\$2,500.00
Various painting jobs	(approx)	1,500.00
Dunn Electrics - attention to burglar alarm		210.00
Carpentry - Gilberthorpe's room		
Renewal skirting boards, architraves, various		
area's of House	(approx)	800.00
Vases - Grafton Galleries		175.00
Cameron - Electrical work		1,100.00
Heath - Poles to carry electric cables -		
supply and installation		166.00
Plastering and rendering	(approx)	500.00
Sundries and contingencies, say		500.00
		<u>\$7,451.00</u>

Therefore the approximate amount available in the Special Purposes Account at 1.1.75 is \$3,978.51. Anticipated cash flow into the account for the last six months of the current financial year is approximately \$10,000.00 hence the full amount available to cover expenditure until June, 1975 is in the region of \$14,000.00


A.E. Hobson
SECRETARY/MANAGER

FINANCIAL REPORT

January, 1975

Admissions to Vacluse House

Ticket Values

No. of Admissions

Income

60¢	7644	\$4586. 40
30¢	1694	508. 20
20¢	1616	323. 20

Coach Tours & Party Admissions

by voucher:

60¢	1073	643. 80
30¢	nil	
20¢	77	15. 40
	12104	\$6077. 00

Admissions - Nielsen Park Pool

30¢	14520	\$4356. 00
10¢	8304	830. 40
Season Tickets		191. 00
Car Parking		587. 00
Miscellaneous		180. 53
	22824	\$6144. 93

Comparitive Cumulative Totals - Vacluse House Admissions

Financial Year	1973/74	1974/75
31 weeks	53,569	59,199

Revenue

The decline in admissions to Vacluse House during December has been counteracted by a record January with over 12,000 visitors passing through the House and a consequent revenue, from this source alone of \$6,077.00. The increased admission fees became effective at the beginning of the month. Admissions on New Year's Day created what I believe to be a record for a single day; with coach tours, nearly 2,000 people were admitted to the House.

The prolonged spell of hot weather has also resulted in a high attendance to the Pool during the month.

Total revenue inclusive of admissions, sales, rents etc. was \$14,961.24 of which general revenue due to N.P. & W.S. was \$10,707.94 whilst \$4,253.30 was credited to the Special Purposes Account.

Budget

The remarks made in the Financial Report for December still apply.

Special Purposes Account

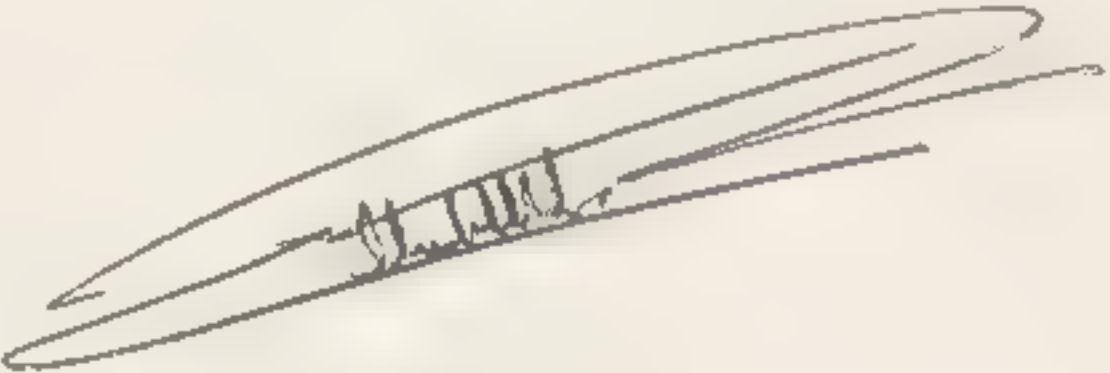
Item	Dr.	Cr.
BY: Balance brought forward at 1.1.75		\$11,429. 51
TO: Michael Avenell Catering. Trustees' Cater.	\$ 63. 00	
Dunn Electrics. Repair Burglar Alarm	157. 00	
Mediterranean Wines. Beer etc. Police Band	21. 60	
R.T. Houghton. Painting	75. 00	
Academy Arts. Picture Framing	80. 00	
Rentokil Pty. Ltd. Termite eradication.		
Nielsen Park Dressing Sheds	108. 00	
Ivor Wilson - carpentry	104. 00	
Grafton Galleries - vases	175. 00	
Ivor Wilson - carpentry	104. 00	
BKS Displays. Speediframe Blue Mts. Exhib	80. 00	
Dunn Electrics. Service Burglar alarm	26. 50	
Fisher-Lucas. Prog. Payment. Arch. Survey	651. 00	
R. Hyndron. Glasses for Boardroom	27. 15	
BY: Revenue		4,253. 30
TO: Balance carried forward at 31.1.75	14,010. 56	
	\$15,682. 81	\$15,682. 81

-2-

Major Commitments.

Architectural Survey		\$1850.	00
Various Painting jobs.	(approx)	1100.	00
Carpentry	"	800.	00
Electrical work	"	1200.	00
Plastering and rendering		400.	00
Asphalting - courtyard	"	800.	00
		500.	00
		\$6450.	00

Due to the somewhat unexpected high revenue the cash available position is better than anticipated at the end of December, 1974. The approximate amount available in the Special Purposes Account at 1.2.1975 is \$7,360. 56



A.E. Hobson
SECRETARY/MANAGER



Summary No. 36

Park code 26

Voucher No.	Cheque No.	Claimant	Income Tax *	Amount to be recouped
				\$ c
217	402702	G. Kiernan		17. 50
224	402709	Rentokil Pty. Ltd.		76. 00
SPECIAL PURPOSES ACCOUNT 250 - 13 - 26 - 28				
TOTAL TAXATION				
TOTAL TO BE RECOUPED			\$	93. 50

Vouchers totalling \$ 9350 were recouped on _____

Accountant,

per;

ADVICE OF RECOUPMENT

NATIONAL PARKS AND WILDLIFE SERVICE

Summary No. 37

RECOUP SUMMARY

Park code 26

EXPENDITURE FROM ADVANCE A/C OF Vauoluse (bank and branch)
at Bank of N. . . Vauoluse
for the period ended 31st December, 1974, 19

Voucher No.	Cheque No.	Claimant	Income Tax *	Amount to be recouped
226	402711	Salaries and wages. w.e. 27.11.74		\$ 1699. 91
227	402712	Public Moneys A/c w.e. 27.11.74		385. 70
228	402713	Francs Trading Co.		125. 00
229	402714	Ivor Wilson		168. 00
230	402715	SPECIAL PURPOSES ACCOUNT		
231	402716	SPECIAL PURPOSES ACCOUNT		
232	402717	Copy Cat Printing		59. 19
233	402718	SPECIAL PURPOSES ACCOUNT		
234	402719	Maritime Services Board		2. 00
235	402720	Eastern Suburbs Lime & cement		47. 80
TOTAL TAXATION				
TOTAL TO BE RECOUPED				\$ 2,487. 60

Vouchers totalling \$ 2457.66 were recouped on

Accountant,
per: B

ADVICE OF RECOUPMENT

323/15

105

NATIONAL PARKS AND WILDLIFE SERVICE

Summary No. 40

RECOUP SUMMARY

Park code 26

EXPENDITURE FROM ADVANCE A/C OF Voucher Historic Site
at Bank of New York (bank and branch)
for the period ended 11th October, 1971, 19

Voucher No.	Cheque No.	Claimant	Income Tax *	Amount to be recouped
				\$ c
241	402726	R.T. Houghton.		89. 85
246	402731	W.J. Graine & Son Pty. Ltd.		291. 00
SPECIAL PURPOSES ACCOUNT 250 - 13 - 26 - 28				
TOTAL TAXATION				
TOTAL TO BE RECOUPED			\$	380. 85

Vouchers totalling \$ 380. 85 were recouped on 11th October, 1971

Accountant,

per

ADVICE OF RECOUPMENT

334/13

107

NATIONAL PARKS AND WILDLIFE SERVICE

Summary No. 42

RECOUP SUMMARY

Park code 26EXPENDITURE FROM ADVANCE A,C OF Republic of the Congoat Bank of Z.S.W. (bank and branch)for the period ended 11.12., 19

Voucher No.	Cheque No.	Claimant	Income Tax *	Amount to be recouped
252	402737	Dimitria Setelik		\$ 428. 50
SPECIAL PURPOSES ACCOUNT 250 - 13 - 26 - 28				
TOTAL TAXATION				428. 50
TOTAL TO BE RECOUPED ..				428. 50

Vouchers totalling \$ 428.50 were recouped on

Accountant,

per: 

ADVICE OF RECOUPMENT

351/10

108

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 43

Park code 26

EXPENDITURE FROM ADVANCE A/C OF ~~Public Moneys A/c~~

at ~~Public Moneys A/c~~ (bank and branch)

for the period ended 19th December 1974, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped	
			\$	c
253	402738	Temporary wages for Nielsen Park Float. not recouped		
254	402739	Wages and salaries. w.e. 25.12.74	3536.	62
255	402740	Public Moneys A/c Income Tax. w.e. 25.12.74	795.	40

TOTAL \$ 4,332. 02

Vouchers totalling \$ 4,332. 02 were recouped on 19th December 1974

Accountant,

per: *[Signature]*

ADVICE OF RECOUPMENT

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 44 Park code 26

EXPENDITURE FROM ADVANCE A/C OF Vaucluse House Historic Site

at Bank of N.S.W. Vaucluse. N.S.W. (bank and branch)

for the period ended 30th December, 1974 19

Voucher No.	Cheque No.	Claimant		Amount to be recouped	
				\$	c
256	402741	G. Marler	S.P. A/c	338.	00
261	402746	I. Wilson	"	52.	00
262	402747	Wormald Inter. Ltd.	"	1,507.	00
266	402751	Inter-decor	"	175.	00
267	402752	B.K.S. Displays	"	303.	00
268	402753	J. & M.D. Andrew.P/L	"	50.	00
269	402754	B. Knight & Co.	"	309.	55

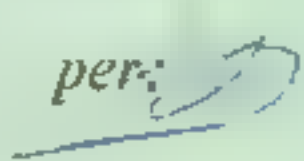
SPECIAL PURPOSES ACCOUNT

250 - 13 - 26 - 28

TOTAL \$ 2,734. 55

Vouchers totalling \$ 2,734. 55 were recouped on

Accountant,

per: 

ADVICE OF RECOUPMENT

NATIONAL PARKS AND WILDLIFE SERVICE

357/7

110

A/c 213

RECOUP SUMMARY 45

Park code 26

EXPENDITURE FROM ADVANCE A/C OF Vaucluse House Historic Site

at Bank of New South Wales (bank and branch)

for the period ended 31st December, 1974, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped
257	402742	Francis Trading Coy.	175. 08
258	402743	G. McLean.	22. 40
259	402744	Petty Cash expenses	58. 89
260	402745	Ivor Wilson	120. 00
263	402748	Daveson Jahn	35. 45
264	402749	Email Limited	150. 02
265	402750	Caltex Oil (Aus) Pty. Ltd.	61. 69

TOTAL \$ 623. 45

Vouchers totalling \$ 623. 45 were recouped on 19 JAN 1975

Accountant,

per: [Signature]

ADVICE OF RECOUPMENT

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 46

Park code 26

EXPENDITURE FROM ADVANCE A/C OF Vaucluse Electricite

at Vaucluse (bank and branch)

for the period ended 7.1.1975, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped
270	402755	Salaries and wages. w.e. 1.1.75	2294 ^{\$} 05 ^c
271	402756	Group Income Tax. w.e. 1.1.75	625. 80
272	402757	Frans Trading	86. 00
273	402758	Comm. of Payroll Tax	490. 16
274	402759	Ivor Wilson	96. 00
275	402760	J. Griffin	12. 00
276	402761	Kalamazoo (Aus) Pty. Ltd.	62. 93
277	402762	Gibson Chemicals	140. 65
278	402763	Perfection Plate	187. 38
279	402764	Acra Bores Pty. Ltd.	49. 93
280	402765	Copy Cat Printing	26. 40
281	402766	A.J. Newport	37. 60
282	402767	Conquip Ltd.	28. 75
283	402768	Special Purposes Account	
284	402769	Special Purposes Account	
285	402770	IPC Press	22. 50

TOTAL \$ 4160. 15

Vouchers totalling \$ 4160 - 15 were recouped on 17 JAN 1975

Accountant,

per: 

ADVICE OF RECOUPMENT

370/14

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 47 Park code 26

EXPENDITURE FROM ADVANCE A/C OF Vacluse Home Historic Site

at Bank of N.S.W. Vacluse (bank and branch)

for the period ended 7.1.1975, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped	
			\$	c
283	402768	Michael Avenell Catering Coy.	63.	00
284	402769	Dunn Electronics	157.	00

SPECIAL PURPOSES ACCOUNT
250 - 13 - 26 - 28

TOTAL \$ 220. 00

Vouchers totalling \$ 220-00 were recouped on 17 JAN 1975

Accountant,

per: *[Signature]*

ADVICE OF RECOUPMENT

388/8 113

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 48 Park code 26

EXPENDITURE FROM ADVANCE A/C OF Voucher No. 1st ric Site
at 14th January, 1975 (bank and branch)
for the period ended 14th January, 1975, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped
286	402771	Salaries and wages. w.e. 2.1.1975	1706. 56)
287	402772	Public Moneys A/c. w.e. 8.1.1975 Add: \$200.	439. 65) 200. 00)
288	402773	Special Purposes A/c	
289	402774	Special Purposes A/c	
290	402775	Special Purposes A/c	
291	402776	Petty cash expenses	47. 73
292	402777	Special Purposes A/c	
293	402778	Eastern Suburbs L. & Cement	46. 80
294	402779	National Theatre Supply Co.	94. 50
295	402780	Bondi Lawn Mower Service	1. 10

TOTAL \$ 2596. 76

Vouchers totalling \$ 2596 - 76 were recouped on 24 JAN 1975

Accountant,

per: *[Signature]*

ADVICE OF RECOUPMENT

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NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 49 Park code 26

EXPENDITURE FROM ADVANCE A.C OF [REDACTED] [REDACTED]

at Bank of N.S.W. Vaucluse, NSW. (bank and branch)

for the period ended 14th. January 1975, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped	
			\$	c
288	402773	Mediterranean Wines	21	60
289	402774	H.T. Houghton	75	00
290	402775	Academy Arts	80	00
292	402777	Rentokil Pty. Limited	108	00

SPECIAL PURPOSE ACCOUNT

250-13-26-28

TOTAL . . . \$ 284 60

Vouchers totalling \$284-60 were recouped on

Accountant,
per: [Signature]

ADVICE OF RECOUPMENT

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 50 Park code 26

EXPENDITURE FROM ADVANCE A C OF Yarraluen House Historic Siteat Yarraluen House (bank and branch)for the period ended 21st January 1975, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped
296	402781	Salaries and wages. w.e. 15.1.1975	\$ 1988. 10 ^c
297	402782	Group Tax. w.e. 15.1.1975	274. 55
298	402783	Francos Trading	105. 00
299	402784	Special Purposes account	
300	402785	G.I.C.	1161. 93
301	402786	M.W.S. & Drainage Board	945. 00
302	402787	Campbell Bros. Pty. Ltd.	30. 60
303	402788	H. Heath & Son Pty. Ltd.	166. 00
304	402789	Perfection Plate Pty. Ltd.	34. 50
305	402790	Eastern Suburbs Newspapers	57. 60
306	402791	W.J. Grain & Son	171. 90
307	402792	Castrol Oil Pty. Ltd.	25. 36
308	402793	Caltex Oil	58. 85
309	402794	M.R. & E.M. Edwards	20. 00
310	402795	Campbell Bros. Pty. Ltd.	45. 27
311	402796	Berger Paints Pty. Ltd.	310. 25

TOTAL \$ 5394. 91

Vouchers totaling \$ 5394.91 were recouped on 10 JAN 1975

Accountant,

per: *[Signature]*

ADVICE OF RECOUPMENT

2 FEB 1975

NATIONAL PARKS AND WILDLIFE SERVICE

399/11

116

A/c 213

RECOUP SUMMARY 51

Park code 26

EXPENDITURE FROM ADVANCE A/C OF Vancluse House Historic Site

at Bank of N.S.W. Vancluse (bank and branch)

for the period ended 21st January, 1975, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped	
			\$	c
299	402704	Ivor Wilson	104.	00
312	402797	Crafton Galleries	175.	00
313	402798	Ivor Wilson	104.	00

SPECIAL PURPOSES ACCOUNT
250 - 13 - 26 - 28

TOTAL \$ 383. 00

Vouchers totalling \$ 383. 00 were recouped on 30 JAN 1975

Accountant,

per:

ADVICE OF RECOUPMENT

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

11 FEB 1975

RECOUP SUMMARY 52

Park code 26

EXPENDITURE FROM ADVANCE A C OF Whispering House Machine Hire

at Bank of N S & D - Vancouver (bank and branch)

for the period ended 28th January, 1975

Voucher No.	Cheque No.	Claimant	Amount to be recouped
			\$ c
314	402714	Salaries & Wages - 2-1-75	21 7.46
315	402800	Group Travel on above	413.40
316	602601	Travel & D. Board	90.82
317	602602	Travel & Res. City. Hld.	31.00
318	602603	Hotelletta Court P/L	76.03
319	602604	Travel & Res. L.T.C. House P/L	131.28

TOTAL \$ 2880.34

Vouchers totalling \$ 2880.34 were recouped on 27 FEB 1975

Accountant,

per;

ADVICE OF RECOUPMENT

412/15 118

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

11 FEB 1975

RECOUP SUMMARY 53 Park code 26

EXPENDITURE FROM ADVANCE A C OF Donner House-Historic Site

at Bank of N. P. & W. - Vancouver (bank and branch)

for the period ended 28th January, 1975

Voucher No.	Cheque No.	Claimant	Amount to be recouped	
			\$	c
320	602605	P. L. S. Driflows P/L	30.	00
321	602606	Donner Electronics	26.	50
322	602607	Farber - Lewis, Architects	651.	00
323	602608	Ron Hyndman (Sales) P/L	27.	15

SPECIAL PURPOSES
ACCOUNT

Code - 250-13-26-28

TOTAL \$ 784.65

Vouchers totalling \$ 784.65 were recouped on 17 FEB 1975

Accountant,

per: [Signature]

ADVICE OF RECOUPMENT

VAUCLUSE HOUSE/NIELSEN PARK HISTORIC SITE TRUST.

A MEETING OF THE TRUSTEES WILL BE HELD AT VAUCLUSE HOUSE
ON SUNDAY, 16TH FEBRUARY, 1975 AT 9.30 A.M.

A G E N D A

1. Apologies for absence.
2. Confirmation of Minutes of Meeting held 15th December, 1974.
3. Matters arising from the minutes.
4. Correspondence
5. General Business
 - (a) Sydney Harbour National Park.
 - (b) Maintenance Contract - Fire alarm system.
 - (c) "Friends of Vaocluse House Barbecue 1.3.75".
 - (d) Architectural Survey - Interim report by Mr. Clive Lucas
6. Reports of sub-committees
 - (i) House Committee.
 - (ii) Grounds Committee
 - (iii) Insurance, Legal and P.R. Committee
7. Secretary/Manager's Report
8. Finance

Accounts paid since the last Recoupment Summary was submitted to the Board are as detailed on Summaries as tabled. These have been passed by the National Parks and Wildlife Service and thus formal confirmation by the Board is now requested.
9. Any other business

A.E. Hobson
SECRETARY/MANAGER

VAUCLUSE HOUSE HISTORIC SITE TRUST

MINUTES OF MEETING HELD AT VAUCLUSE HOUSE HISTORIC SITE
ON SUNDAY, 16TH FEBRUARY, 1975 AT 9.30 A.M.

PRESENT: Mr. H.L. Yelland President (in the Chair)
Mr. J.R. Barrett Treasurer
Mr. G.J. Crouch
Mr. H.T. Pierce
Mr. K.R. Doyle
Mr. P. Cook
Mr. H.A. Snelling - Counsellor

APOLOGIES FOR ABSENCE: Mr. M. Finlay

IN ATTENDANCE: Mr. A.E. Hobson - Secretary/Manager

ON LEAVE OF ABSENCE: Mr. M. Herford

MINUTES: The President welcomed the return of Mr. Crouch
The minutes of the previous meeting were confirmed.

MATTERS ARISING FROM PREVIOUS MINUTES:

(a) Lease of Tea Room.

In the absence of the Vice-Chairman who had been dealing directly with the Legal Dept. of the Service in respect of the lease, Mr. Doyle reported that there had been a hold-up of the amended lease in the Administration Division, but Mr. Bruce Wilson of the Legal Department had personally taken it to the solicitors for Michael Avenell Catering Company and it was understood that all parties were now satisfied with the terms of the amended lease.

(b) Trimming of Loretton Bay Fig Tree adjacent to the Tea Room.

It was agreed that the quotation from Adan Tree Service for trimming this tree, in the sum of \$550.00 should be accepted and an order placed for the work to be carried out as soon as possible.

(c) Nielsen Park Pool - Collapsed Pile

The Secretary/Manager amplified the remarks in his report for December '74/January '75 and advised that the jury-rig erected by the staff to support the nets was holding well and that he had come to an arrangement with Australian Bridge and Wharf Co. Pty. Ltd., to have a new pile driven either at the end of the swimming season or sooner if the jury-rig collapsed at an earlier date. Payment for the installation of the unsatisfactory pile has been withheld.

CORRESPONDENCE:

- (i) A letter from the Town Clerk of Woollahra Council was read indicating that they would not support the "Vaucluse House Protection Campaign" in their objection to a proposed wine licence for the restaurant, but would act independently when the application came before the Licencing Court. (Subsequently, at a further meeting of Council the motion to oppose the licence was rescinded meaning that the Council would remain neutral.) All Trustees present expressed satisfaction at Council's decision.

The prime mover in bringing about the rescission motion was Alderman Johnson. It was felt that the Trust could not thank the Alderman in writing and therefore Mr. Doyle was empowered to thank him verbally on behalf of the Trust.

It was confirmed that the Catering Company, when applying for a liquor licence, should ask for the operating hours to be from 12.00 noon to 3.00 p.m. However in the light of new legislation in State Parliament it was likely that the court would grant longer hours if they agreed to the application for a licence, but this would still leave the Trust with the power to restrict trading hours by agreement with the Catering Company.

- (ii) A letter from the Secretary of the "Vaucluse House Protection Campaign" enclosing the results of a survey of residents, relative to the proposed application for a liquor licence for the restaurant, was tabled, together with a further document entitled "A Plan for Vaucluse".
- It was agreed that receipt of the above should be politely acknowledged but indicating that the Trust would continue to support the caterers in any application for a liquor licence.
- (iii) A letter from Mr. J.A.H. Dinkel, Keeper of the Royal Pavilion, Brighton, England, replying to enquiries made by the Secretary/Manager regarding the restoration of the kitchen area, was read. The reply made no specific recommendations, but it was understood that Mr. Herford who was on his way to England, would call upon Mr. Dinkel to see if, in a personal interview, he could perhaps put forward some recommendations.
- (iv) A letter from the Director of the Service relating to the appointment of Mr. Colin Green as District Superintendent, Sydney Harbour National Park was read and accepted.
- (v) The Secretary/Manager tabled a letter and catalogue he had received from Permanent Print (Ceramics) Pty. Limited regarding souvenir glassware bearing the Wentworth Coat-of-Arms. It was felt that a minimum order of 3 gross of any one line was too great for our limited sales facilities, but the Secretary/Manager was empowered to negotiate if possible for a smaller minimum number of mixed lines.
- (vi) Quotations from R.T. Houghton for the re-painting of the external woodwork of the stables and the boardroom in the sums of \$1,200.00 and \$332.00 were accepted.
- (vii) A letter from the Secretary of the "Friends of Vaucluse House" was read regarding the security of the two-seater Victorian Toilet and old bricks presently displayed in the saddle-room of the stables and also referring to the fact, already known to the Trustees, that the guttering on the stables was not of 19th century design. The Secretary/Manager then read notes he had made relating to the points raised in the letter and as he would be proceeding on leave the following day the President kindly offered to frame a suitable reply.

It was further agreed that the toilets and bricks should be put into safe storage pending the allocation of a more secure display position.

GENERAL BUSINESS:

(a) Sydney Harbour National Park.

There was nothing further to discuss as the Director's letter had been read under "Correspondence".

(b) Fire Alarm System

The quotation from Wormald Bros. for a comprehensive maintenance contract for the new Fire Alarm System in the sum of \$354.00 per annum was approved.

(c) Friends of Vaucluse House, Barbecue (1.3.75)

Mr. Doyle advised that the organisation of this event was proceeding according to plan and he anticipated a very successful evening providing the weather was fine. The Secretary/Manager advised that as he would be on leave on 1.3.75, he had left full written instructions regarding security arrangements, car parking etc. with his assistant - Mrs. P. Hall and had made arrangements for all necessary staff to be on duty.

(d) Architectural Survey

The Trustees were well satisfied with the most excellent presentation of his interim report, by Mr. Clive Lucas, and looked forward to finalisation of this first stage of the survey, with measured drawings, in the near future. It was agreed that copies of the final report on Stage 1 should be submitted to our Honorary Consultant Architect - Mr. Webber and to the Consultant Architect of the N.P. & W.S. Mr. Fisher.

REPORTS OF SUB-COMMITTEES

(i) House Committee

As Mr. Cook had been on holiday and Mr. Herford was now on leave the only matter to report was that Mrs. Couzens was not at the moment prepared to sell her "Davenport" desk to the Trust as she might bequeath it to her grandson. It was decided to leave this matter in abeyance.

(ii) Grounds Committee

Mr. Barrett mentioned that consideration should be given to the planting of gum trees and other native flora around the periphery of the South Paddock to replace trees which had died over the years. It was agreed that this should be done when money became available for the reconstitution of this section of the Park.

(iii) Insurance, Legal and P.R. Committee

Legal matters in connection with the lease of the tea room had already been dealt with under correspondence. Mr. Doyle advised that he was now almost ready to finalise the increased insurance premiums with the G.I.O. as the Inspector had been out to the House on the 14th January. The installation of the new fire alarm system would give us substantial rebates on the Fire Policy and he had negotiated very favourable terms on the insurance of the House and its contents and on ancilliary buildings.

Mr. Cook who had arranged a series of small advertisements in "This Week in Sydney" produced copies of the brochure in which we had also been given a sizeable mention in the editorial.

SECRETARY/MANAGER'S REPORT.

This, having been circulated, was accepted by the meeting, but with regard to the calling of quotations for the re-surfacing of the driveway and outer courtyard adjacent to the Olola Avenue entrance Mr. Crouch suggested that estimates should also be sought from Allen Bros. and Bitupave.

Insofar as the security lighting around the verandah of the House was concerned, it was suggested that for the small extra cost involved the installation of a time clock in the circuit would be useful. It was agreed that this be done.

FINANCE

The financial reports for December, 1974 and January 1975 were accepted and recoupment summaries 36 to 53, which had already been passed for payment by the N.P. & W.S., were formally confirmed by the meeting.

OTHER BUSINESS

The President advised the meeting that, on behalf of the Trust, he had congratulated Mr. Lewis on his appointment to the Premiership of N.S.W. and also Mr. Morris on his appointment as the new Minister of Lands. Both letters had received suitable acknowledgment. The President also indicated that he had invited Mr. Morris to meet the Trust at a later date.

-4-

Mr. Doyle advised the meeting that as a body, the "Friends of Vaocluse House" had formally expressed their full support of the Trust regarding the proposed application for a liquor licence for the restaurant.

Mr. Snelling reported on the progress made in preparing the two exhibition rooms adjacent to the Blue Mountains Exhibition room.

The President asked to be relieved from regular attendance at the Committee Meetings of the "Friends of Vaocluse House" on the grounds that:-

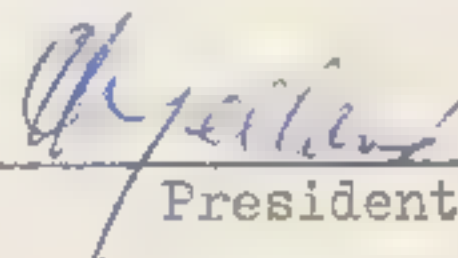
(a) As Chairman of Trust Meetings he could not act impartially when the Trust was considering resolutions, forwarded by the Friends of Vaocluse House Committee, to which he had already given tacit approval.

(b) The Trustees were adequately represented on the "Friends" Committee by Mr. K.R. Doyle as their Chairman and Mr. Herford as the appointee of the Trust.

The meeting considered that there was no alternative but to agree with the President's request although he would still remain an ex-officio member of the "Friends" Committee, in the same way as he was an ex-officio member of all Trust sub-committees.

There being no further business to discuss the President declared the meeting closed at 12.35 p.m.

Signed as a true record


President

16. 3. 75


Secretary/Manager

VAUCLUSE HOUSE HISTORIC SITE TRUST

REPORT FOR FEBRUARY, 1975

FROM: Secretary/Manager

TO: The Trustees

Gentlemen,

STAFF

Mrs. Phyllis Hall returned from leave on the 10th February, and the writer proceeded on leave on the 17th February, returning on the 3rd March.

Mr. T. Whitty had the misfortune to break a collar bone in a fall from his push-bicycle and is currently absent from work.

Mrs. J. O'Connor is taking a week of leave due to her from 10th March. Mrs. Hobson will carry out her duties during this period.

VAUCLUSE HOUSE AND ANCILLARY BUILDINGS

(i) The proposed re-painting of the front of the House has turned into a restoration job of some magnitude due to the discovery of much unsound timber in the lintels over doorways and windows. Careful restoration under the guidance of our architect, Mr. Lucas is proceeding.

Two very important points have emerged from the work being carried out:-

(a) The walls of the bay window in the drawing room are almost certainly a part of the original residence constructed by Sir Henry Brown Hayes between ~~1803 and 1812~~ 1803 & 1807.

(b) When the architraves of the bay window on the western side of the drawing room were removed a piece of timber was exposed bearing the date 1847 and the signature - Joseph McEwan, which indicates that Mr. W.C. Wentworth had this room re-constructed and raised the roof of the original building by Brown-Hayes during that year. This confirms the conclusions reached by Mr. Lucas in his interim report where ^{he} says, that the general style of the drawing room indicates that it was re-built, much as we see it to-day, in the 1840's.

(ii) The security lighting has been installed around the verandah with the master-switch in the Secretary/Manager's flat. A time-switch has been incorporated in the circuit for use, if required.

(iii) Orders for the re-painting of the exterior woodwork of the stables and boardroom have been placed. Weather permitting it is anticipated that a start will be made on this work on the 17th March.

VAUCLUSE PARK

(i) On the instructions of the President the trimming of the Moreton Bay Fig Tree has been put in abeyance pending a report on its condition from Mr. Duncan Campbell, the tree expert of the N.P. & W.S. It is hoped that this report will be available at the meeting.

(ii) Mr. Peter Jones our volunteer naturalist continues to work in his spare time on the cleaning up of the pond in the South Paddock and is doing an excellent job.

(iii) Despite staff shortages due to illness, Mr. Kearney continues to keep the gardens and grounds looking beautiful. Recent rains have done much to improve the pastures in the paddocks.

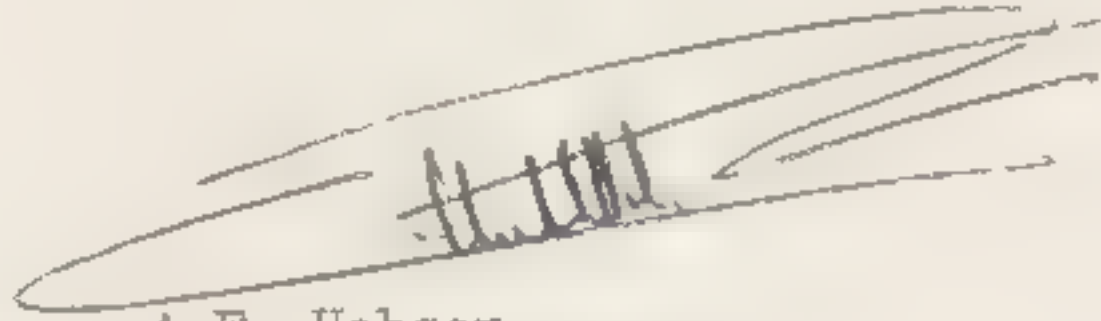
TEA ROOM.

The new garbage disposal service is in operation and is proving very satisfactory.

NIELSEN PARK AND CLARK ISLAND.

The writer is continuing to exercise day to day supervision over the routine operation of the Park and Island.

A specialist service team from Ku - ring - gai National Park has demolished the part of the jetty for which the Service is responsible. The damaged dressing shed has also been demolished and by arrangement with the District Superintendent all re-usable stone from this building is being transferred to Vacluse Park for future use.



A.E. Hobson
SECRETARY/MANAGER

FINANCIAL REPORT

February, 1975

<u>Admissions to Vaocluse House</u> <u>Ticket Values</u>	<u>No. of Admissions</u>	<u>Income</u>
60¢	3341	\$2004. 60
30¢	763	228. 90
20¢	415	83. 00
Coach Tours & Party Admissions by Voucher:		
60¢	1757	1054. 20
30¢	nil	
20¢	155	31. 00
	6431	\$3401. 70
<u>Admissions - Nielsen Park Pool</u>		
30¢	6870	2061. 00
10¢	3442	344. 20
School Parties		
10¢	263	26. 30
Season Ticket (½)		6. 00
Car Park		153. 00
Miscellaneous		76. 89
	10575	\$2667. 39

Comparative Cumulative Totals - Vaocluse House Admissions

Financial Year	1973/74	1974/75
35 weeks	60,993	65,620

Revenue

Total revenue inclusive of admissions, sales, rents, etc. was \$6,695.14 of which general revenue to N.P. & W.S. was \$4,927.59 whilst \$1,767.55 was credited to the Special Purposes Account.

Budget

Returns from the Finance Department of the N.P. & W.S. show that we are operating within overall budget allocations for the first seven months of the current financial year.

SPECIAL PURPOSES ACCOUNT

<u>Item</u>	<u>Dr.</u>	<u>Cr.</u>
BY: Balance brought forward at 1.2.75		\$14,010. 56
TO: Ivor Wilson - Carpentry etc.	\$104. 00	
G. Marler - Plumbing	43. 50	
J. & M.D. Andrew - Plastering etc.	100. 00	
Isaacson Publications. Adverts.	72. 00	
Cameron & Co. Electrical Install.	805. 36	
Rasmussen - Relaying carpets	61. 80	
R.T. Houghton. Painting	270. 00	
Littles - Curtain Cleaning	29. 90	
Ivor Wilson - Carpentry	104. 00	
J. & M.D. Andrew. Plastering etc	200. 00	
R.T. Houghton - Painting	210. 00	
J. & M.D. Andrews	290. 00	
Abalon Hirings - Chairs	31. 50	
Ivor Wilson - Carpentry etc.	104. 00	
J. & M.D. Andrews	293. 65	
Ivor Wilson - Carpentry etc.	318. 50	
BY: Revenue		1,767. 55
TO: Balance carried fw'd at 28.2.75	12,739. 90	
	\$15,778. 11	\$15,778. 11

Major Commitments

Architectural Survey (ceiling advanced \$500)	\$2,350. 00
Various Painting jobs (approx)	1,500. 00
Repairs to North Wing of House - (estimated)	1,200. 00
Carpentry not included in above (approx)	900. 00
Electrical work (approx)	1,500. 00
Asphalting Courtyard. Repairs only. \$500 approx.	
Total resurfacing say,	1,500. 00
Contingencies	500. 00
	\$9,450. 00

Therefore, the approximate amount available in the Special Purposes Account at 1.3.1975 is \$3,289.90. Projected revenue for the four months to the end of the current financial year is approximately \$7,000.00, hence the uncommitted capital available to the June 30th 1975 is around \$10,000.00 which should be adequate to cover all requirements.


A.E. Hobson
SECRETARY/MANAGER

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 54 Park code 26

EXPENDITURE FROM ADVANCE A C OF ADDITIONAL WORK ON HISTORIC SITE
 at State of N.C. Uandure (bank and branch)
 for the period ended 29-1-, 1975

Voucher No.	Cheque No.	Claimant	Amount to be recouped
			\$ c
324			
325	602609/10	Uandure House Historic Site Salaries & Wages w/c 29-1-75	2408-18

TOTAL \$ 2408-18

Vouchers totalling \$ 2408-18 were recouped on 11/11/75

Accountant,

per: [Signature]

ADVICE OF RECOUPMENT

450/20

129

27 FEB 1975

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 55 Park code 26

EXPENDITURE FROM ADVANCE A/C OF Vulture House Historic Site

at Bank of N.S.W. Yandluse (bank and branch)

for the period ended 7th February, 1975, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped	
			\$	c
327	602612	Petty Cash expenses	63.	86
331	602616	Stuart Drum Co.	114.	80
334	602617	Salaries and wages. w.e.5.2.1975	1956.	96
335	602618	Public Money's A/c. w.e. 5.2.1975	344.	05
336	602622	Franos Trading Co.	141.	00
338	602623	Comm. Pay Roll Tax.	394.	75

Cheque No. 402705, Voucher No. 300, Recoup Summary No. 50 in favour of the Government Insurance Company in the sum of \$1,161.93 has been cancelled. As this amount has already been re-couped it is hereby deducted from this summary as advised by Mr. John Bagleton. Will you please make the necessary adjustment in your journal.
∴ The total amount to be recouped on Summary 55 is as shown at the bottom of this page.

	\$3,015.	42
LESS:	1,161.	93
	\$1,853.	49

TOTAL \$1,853. 49
~~2,415.00~~

Vouchers totalling \$ 1,853.49 were recouped on 35 FEB 1975

Accountant,
per: *[Signature]*

ADVICE OF RECOUPMENT

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NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 56

Park code 26

EXPENDITURE FROM ADVANCE A/C OF Vaocluse House Historic Siteat Bank of N.S.W. Vaocluse (bank and branch)for the period ended 7th February, 1975, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped	
			\$	c
326	602611	Ivor Wilson	104.	00
328	602613	G. Maxler. Plumber	43.	50
329	602614	J. & M.D. Andrew Pty. Ltd.	100.	00
330	602615	Peter Isaacson Publications	72.	00
332	602617	D.H. Cameron & Company	205.	36
333	602618	B.L. & V.G. Rasmussen	61.	80
336	602621	E.T. Houghton	270.	00

SPECIAL PURPOSES ACCOUNT
250 - 13 - 26 - 60

TOTAL . . . \$ 1,456. 66

Vouchers totalling \$ 1,456 - 66 were recouped on 20 Feb 1975

Accountant,

per: 

ADVICE OF RECOUPMENT

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

3 MAR 1975

RECOUP SUMMARY 58

Park code 26

EXPENDITURE FROM ADVANCE A/C OF Vacluse House historic site

at Bank of N.S.W. Vacluse (bank and branch)

for the period ended 17th February, 1975, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped	
			\$	c
339	602624	Rentokil Pty. Ltd.	28.	00
340	602625	Gelman Lab. Pty. Ltd.	104.	00
341	602626	G.I.O.	194.	74
344	602629	J.H. Griffin	8.	00
347	602632	Copy Cat Printing	28.	80
348	602633	Salaries and wages. w.e. 12.2.75	2198	92
349	602634	Group Income Tax. w.e. 12.2.75	392.	45
350	602635	Eastern Suburbs Lime & Cement	141.	31
353	602638	Lane Ltd.	91.	52

TOTAL \$ 3,293. 66

Vouchers totalling \$ 3,181. 00 were recouped on 27 FEB 1975

Accountant,

per: 

ADVICE OF RECOUPMENT

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

28 MAR 1975

RECOUP SUMMARY 59

Park code 26

EXPENDITURE FROM ADVANCE A/C OF Vancluse Historic Site

at Bank of N.S.W. Vancluse N.S.W. 2030 (bank and branch)

for the period ended 17th February, 1975, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped	
			\$	c
342	602627	Little's Curtain Care Division	29	90
343	602628	Ivor Wilson.	104.	00
345	602630	J. & M.D. Andrews	200.	00
346	602631	R.T. Houghton	210.	00
351	602636	J. & M.D. Andrews	290.	00
352	602337	Abalon Harnings	31.	50

SPECIAL PURCHASES ACCOUNT
250 - 13 - 26 - 60

TOTAL \$ 865. 40

Vouchers totalling \$ 865 40 were recouped on 27 FEB 1975

Accountant,

per: 

ADVICE OF RECOUPMENT

1	1	1	1
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THE JOURNAL OF THE
ROYAL ANTHROPOLOGICAL INSTITUTE

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469/7 133

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 60

Park code 26

EXPENDITURE FROM ADVANCE A,C OF

at (bank and branch)

for the period ended 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped	
			\$	c
354	602639	Ivor Wilson	104.	00
357	602642	J. & M.D. Andrew Pty. Ltd	293.	65
358	602643	Ivor Wilson	318.	50

SPECIAL PURPOSES ACCOUNT
250 - 13 - 26 - 60

TOTAL \$ 716. 15

Vouchers totalling \$ 716. 15 were recouped on

Accountant,

per: 

ADVICE OF RECOUPMENT

VAUCLUSE HOUSE HISTORIC SITE TRUST

A MEETING OF THE TRUSTEES WILL BE HELD AT VAUCLUSE HOUSE
ON SUNDAY, 16TH MARCH, 1975 AT 9. 30 A.M.

A G E N D A

1. Apologies for absence.
2. Confirmation of Minutes of Meeting held 16th February, 1975
3. Matters arising from Minutes.
4. Correspondence
5. General Business
 - (a) Architectural Survey and current repair work to south wing of House
 - (b) Five year plan 1975-79 re - submissions to the Minister of Lands
 - (c) Formal approval of additional long-service leave payment to the widow of the late Mr. F. Irvine, former Foreman, Nielsen Park.
 - (d) Trimming and sealing of Moreton Bay Fig Tree adjacent to Tea Room.
6. Reports of sub-committees
 - (i) House Committee
 - (ii) Grounds Committee
 - (iii) Insurance, Legal and P.R. Committee
7. Secretary/Manager's Report
8. Finance

Accounts paid since the last Recoupment Summary was submitted to the Board are as detailed on Summaries as tabled. These have been passed by the National Parks and Wildlife Service and thus formal confirmation by the Board is now requested.
9. Any other business

A.E. Hobson
SECRETARY/MANAGER

VAUCLUSE HOUSE HISTORIC SITE TRUST

MINUTES OF MEETING HELD AT VAUCLUSE HOUSE HISTORIC SITE
ON SUNDAY, 16TH MARCH, 1975 AT 9.30 A.M.

PRESENT: Mr. H.L. Yelland President (in the Chair)
 Mr. J.R. Barrett Treasurer
 Mr. G.J. Crouch
 Mr. K.R. Doyle
 Mr. P. Cook
 Mr. M. Herford
 Mr. H.A. Snelling - Counsellor

APOLOGIES FOR ABSENCE: Mr. M. Finlay
 Mr. H.T. Pierce

IN ATTENDANCE: Mr. A.E. Hobson - Secretary/Manager

MINUTES: The Minutes of the previous meeting were confirmed

MATTERS ARISING FROM PREVIOUS MINUTES:

(a) Nielsen Park Pool - collapsed pile

The President drew the attention of the Trust to the dangerous state of the stump of the original concrete pile. It was agreed that the appropriate service officer's attention should be drawn to this matter. The Secretary/Manager advised that Sydney Bridge and Wharf had indicated that they could remove this or render it safe when they re-installed the collapsed pile.

(b) Woollahra Council - rescission of motion re proposed wine licence for restaurant

Mr. Doyle advised the meeting that, as requested by the Trust, he had personally thanked Alderman Johnson for the part he had played in effecting this rescission.

(c) Friends of Vaocluse House Barbecue

Mr. Doyle, in his capacity of Chairman of the "Friends", reported that the event had been highly successful with an attendance of approximately 250 adults and 150 children. Total income was in the region of \$3,000.00 of which approximately 50% should be clear profit.

It was agreed that the President should write a letter of appreciation of the effort put in by the Committee of the "Friends".

(d) Invitation to the new Minister of Lands to visit the House.

It was resolved that the Secretary/Manager should contact the Minister's secretary with a view to arranging a visit on either the 10th, 23rd April or the 1st May. (Subsequently the Minister indicated that he wished to visit the House on Monday, 7th April at 3 p.m. All members of the Board have agreed with this time and date by telephone and the Trust will take afternoon tea with the Minister.)

CORRESPONDENCE:

- (1) The President read his reply to Mrs. Simpson's letter tabled at the previous meeting. The Trustees expressed their approval of this reply.
- (2) The President read two letters from Mrs. May, Hon. Secretary of the so called "Vaocluse House Protection Campaign" re the proposed restaurant licence and other matters relating to Vaocluse and Nielsen Parks in general. He then read his reply which received the full approval of the meeting.

- (3) A letter was tabled from Pendragon Films Pty. Limited, seeking permission to use the House and grounds as a location for a film sequence. Permission was granted at the usual fee of \$100. minimum, covering the first four hours of filming plus \$25 per hour or part of an hour for any additional time.
- (4) Four quotations from A.J.E. Henry and Son, Master Slaters, for various repair work to roofs were considered. It was resolved to accept two, immediately covering repairs to the roofs over the west wing and the gardener's cottage in the total sum of \$105. It was decided to defer the making of a decision on the repairs to the kitchen roof, as an examination had shown that all nails had rusted away, flashings required renewal and some battens needed replacement. This involved a quoted expenditure of \$3256.62 which could not be met out of currently available funds. It was agreed that this quotation should form the basis for the request of special funds from the Service in the 1975/6 budget.
- (5) A quotation from Deveson Jahn (Aust) Pty. Ltd. for a link rake and grader blade for use with the tractor in beach cleaning and other work around the park, in the sum of \$1030, was considered and accepted.

GENERAL BUSINESS:

(a) Architectural Survey

The President surveyed the progress made to date and read the latest letter from Mr. Lucas. After some discussion the meeting agreed that Mr. Lucas was performing the survey in a most diligent and satisfactory manner. It was further agreed that the "ceiling" cost for the completion of Stage 1 of the survey should be raised from \$2,500 to \$3,000.

It was resolved that the House Committee should meet with Mr. Lucas at a mutually convenient time to go through the House with him and discuss various aspects of his interim report. Mr. Lucas had made the suggestion that, as an economy measure, some of the survey in the future might be undertaken by post-graduate students from the Universities of Sydney and New South Wales. All Trustees present considered that this idea had some merit and the President agreed to discuss this matter with Mr. Webber - Honorary Advisory Architect to the Trust.

(b) Five Year Plan

The Secretary/Manager advised that this plan, which had been put in abeyance because of the economic climate appertaining in the latter half of 1974 was to be re-started and would now cover the years 1975-80. It was agreed that our previous submissions needed little amendment and the Secretary/Manager was authorised to advise the Director accordingly.

- (c) The Secretary/Manager advised that he had received a letter from the Service indicating that a sum of \$556.20, representing a balance of long service leave, was due to the widow or nearest legal representative of Mr. Irvine (deceased) a former foreman at Nielsen Park. Mrs. Irvine had been traced by the Secretary/Manager; she had re-married and was now known as Mrs. A. York, and he sought the formal approval of the Trust to pay the sum due, to her. Approval was given.

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(d) Trimming of Moreton Bay Fig Tree adjacent to Tea Room

The President advised that, since the last meeting, the tree had been examined by Mr. Duncan Campbell - the tree expert of the N.P. & W.S., who was obtaining a second opinion from Mr. M. Watson of the Royal Botanic Gardens. Mr. Campbell's official report was expected during the week following the meeting: it was unanimously agreed that his advice, when received, should be acted upon.

REPORTS OF SUB-COMMITTEES

(i) House Committee

The committee felt that all Trustees should now keep their eyes open for furniture suitable for the kitchen area. It was agreed that this should be done.

Mr. Herford once again stressed the urgency of obtaining some definite decisions from Mr. Lucas regarding the fireplace, chimney breast and hot water cistern in the kitchen as no plans for re-furnishing could be made until such decisions had been made. The Trust agreed with Mr. Herford and the Secretary/Manager was instructed to pursue this matter with the architect.

(ii) Grounds Committee

Although two firms, A.R.C. Asphaltting and Bitupave had taken details of the work required in the outer courtyard (Olola Avenue entrance) quotations had yet to be received. No action could be taken until these were to hand.

The trimming of the Moreton Bay Fig Tree had already been dealt with under general business. The meeting agreed that, when the periphery of the Park was cleared, a variety of Australian gums should be used for re-afforestation of the area.

(iii) Insurance, Legal and P.R. Committee

Mr. Doyle reported that everything was now in order with our insurances.

It was recommended that a further series of advertisements should be inserted in "This week in Sydney". The meeting endorsed this recommendation and the Secretary/Manager instructed to make the necessary arrangements.

Mr. Barrett made the suggestion that a combined Service's advertisement at holiday times in the appropriate columns of the Sydney Morning Herald could have merit. The meeting agreed that a recommendation for this form of advertising should be forwarded to the Service.

SECRETARY/MANAGER'S REPORT:

This, having been circulated, was accepted.

FINANCE:

Recoup summaries Nos. 54 to 60 were tabled and formally approved by the meeting.

The Treasurer gave a brief summary of the position relating to the Special Purposes Account which showed that, with prudent management, we had adequate funds in this account to carry out projects planned for the remainder of the current financial year.

OTHER BUSINESS:

The President suggested that it could be advantageous to attempt to enlist the aid of a member of the staff of the Mitchell Library for historical research, from time to time, at an appropriate fee. The meeting endorsed this recommendation and the President undertook to approach Mr. Doust to ascertain if this was possible.

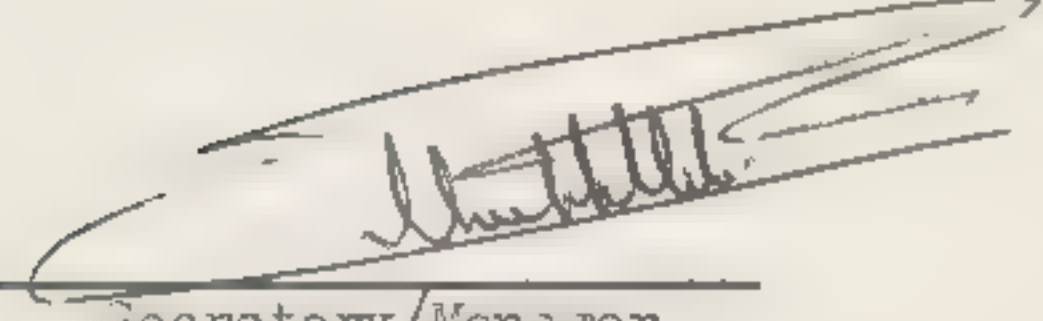
The Chairman then asked members to give consideration to the charging of a car parking fee in Vacluse Park so that the matter could be discussed at the next Trust meeting.

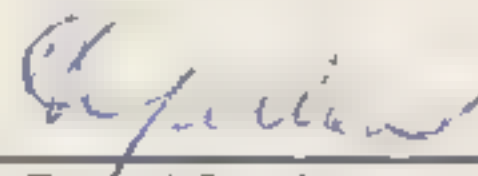
Mr. Snelling reported the progress being made with the preparation of the new exhibition rooms and Mr. Cook who had visited the rooms to advise Mr. Snelling on one or two points expressed the view that these rooms would be of great interest to visitors when opened.

The Trust also recommended that professional removalists be employed to move the sideboard from the Guests' Dining-room to Greycliffe House and the sideboard to replace it from the Museum Rooms to the Guests' Diningroom.

As there was no further business to discuss the President closed the meeting at 11.55 a.m.

Signed as a true record.


Secretary/Manager


President

13.4.75

137

VAUCLUSE HOUSE HISTORIC SITE

REPORT FOR MARCH, 1975

FROM: Secretary/Manager

TO: The Trustees

Gentlemen,

STAFF

Mr. T. Whitty has now returned to duty after his accident; as this occurred when he was coming to work a claim has been lodged for workers' compensation.

Mr. J. Kennedy commenced leave for four weeks on the 21st March. Mrs. Hobson is carrying out his duties during his absence.

VAUCLUSE HOUSE AND ANCILLIARY BUILDINGS

(i) The major part of the restoration work on the north front of the House has been completed and it is anticipated that unless unforeseen problems come to light, the work on the external walls of the office area will be completed during April. Berger's Technical Department has been consulted and have advised that acrylic paint will be suitable for the re-painting of these walls and will allow the newly rendered areas to "breathe" and will also adhere to the old gloss painted areas. Mr. Lucas has suggested a light stone colour for your consideration.

(ii) During the month Service appointed photographers have re-photographed the interior and exterior of the House and other buildings in preparation for the printing of an entirely new colour folder and post-cards for sale at the desk. It is hoped that proofs will be available in time for the next board meeting. All costs will be borne by the Service.

(iii) Preparatory work for the re-painting of the stables is under way and colours suggested by Mr. Lucas will be available for your consideration at the Board meeting.

(iv) With the completion of the heavy work on the restoration of the bay windows in the Drawing Room, our contract carpenter, Mr. Ivor Wilson has been able to turn his attention to other work and a start has been made on the replacement of termite damaged panelling and architraves in the House, using the special new mouldings faithfully copied from the original by Tanner & Middleton. All timber restoration work is being carried out in Western Red Cedar as approved by Mr. Lucas.

(v) The two seater toilet formerly housed in the stables has been put into safe storage.

(vi) The carillon clock is once more in position on the mantelpiece of the Family Dining Room. It is fully operational and proving a great attraction to visitors.

VAUCLUSE PARK

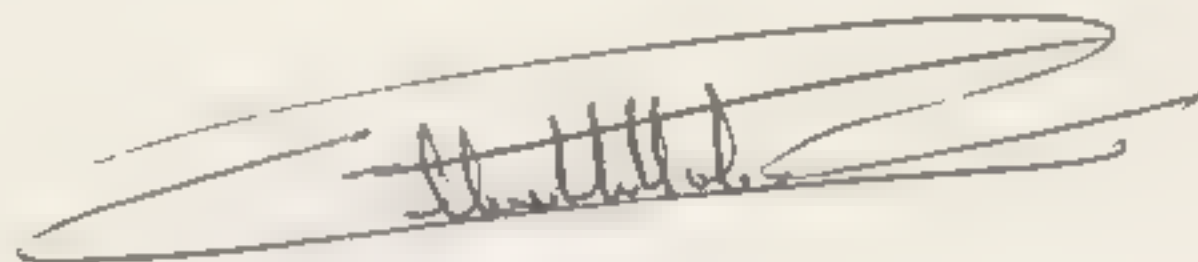
(i) Mr. Duncan Campbell's report on the Moreton Bay Fig Tree adjacent to the Tea Room is to hand and will be tabled under correspondence at the next meeting.

(ii) With the advent of autumn, clearing work in the grounds has commenced. The new link-rake for the tractor has already proved its worth not only for beach cleaning but for the rapid gathering up of twigs and leaves particularly on the South Paddock.

NIELSEN PARK AND CLARK ISLAND

In accordance with established practice Nielsen Park Dressing sheds and Pool will close down at 6.0 p.m. on Sunday, the 13th April, 1975.

Clark Island has been closed to the public whilst a new wharf is built and a larger water storage tank installed. We are now no longer concerned with its supervision.

A handwritten signature in dark ink, appearing to read 'A.E. Hobson', is enclosed within a large, horizontal, hand-drawn oval.

A.E. Hobson
SECRETARY/MANAGER
7.4.1975

FINANCIAL REPORT

March, 1975

<u>Admissions to Vaucluse House</u>	<u>No. of Admissions</u>	<u>Income</u>
<u>Ticket Values</u>		
60¢	3577	\$2146. 20
30¢	593	177. 90
20¢	362	72. 40
Coach Tours & Party Admissions		
by Voucher: 60¢	996	597. 60
30¢	132	39. 60
20¢	232	46. 40
	5892	\$3080. 10
<u>Admissions - Nielsen Park Pool</u>		
30¢	3363	1008. 90
10¢	2065	206. 50
School Parties at 10¢	260	26. 00
Car Park		100. 50
Miscellaneous		33. 20
	5688	\$1375. 10

Comparative Cumulative Totals - Vaculuse House Admissions

<u>Financial Year</u>	<u>1973/74</u>	<u>1974/75</u>
39 weeks	68,873	72,051

Revenue

Total revenue inclusive of admissions, sales, rents, etc. was \$6,015.76 of which general revenue to N.P. & W.S. was \$4,062.11 whilst \$1,953.65 was credited to the Special Purposes Account.

Budget

Returns from the Finance Department of the N.P. & W.S. show that we are operating within overall allocations for the first eight months of the current financial year.

SPECIAL PURPOSES ACCOUNT

<u>Item</u>	<u>Dr.</u>	<u>Cr.</u>
BY: Balance brought forward at 1.3.75		\$12,739. 90
TO: J & M.D. Andrew. Plastering etc.	\$ 320. 00	
Ivor Wilson - Carpentry	260. 00	
J & M.D. Andrew. Plastering etc.	363. 20	
Fisher, Lucas. Arch. Survey	1819. 00	
Tanner & Middleton. Special		
Timber & Mouldings	410. 49	
Ivor Wilson. Carpentry	260. 00	
J & M.D. Andrew. Plastering etc.	330. 00	
Tanner & Middleton. Timber	147. 85	
A.J.E. Henry. Roof repairs	79. 00	
BY: REVENUE		1,953. 65
TO: BALANCE carried fw'd at 31.3.75	\$10704.01	
	\$14693.55	\$14,693. 55

MAJOR COMMITMENTS

Architectural Survey (completion Stage 1)	\$ 500.	00
Various Painting jobs (approx)	2000.	00
Repairs to North Wing of House (completion)	600.	00
Carpentry jobs (various)	800.	00
Electrical work (approx)	1500.	00
Asphalting Courtyard (quote)	3200.	00
Contingencies - say	500.	00
	<u>\$9100.</u>	<u>00</u>

Therefore, the approximate amount available in the Special Purposes Account at 1.4.1975 is \$1,604. 01. Projected revenue for the last quarter of the financial year is approximately \$,5000. 00, hence the uncommitted capital available to 30.6.1975 is about \$6,600. 00.



A.E. Hobson
SECRETARY/MANAGER

+ 3

VAUCLUSE HOUSE HISTORIC SITE TRUST

MEETING OF EXECUTIVE AT VAUCLUSE HOUSE ON MONDAY, 2.4.75 AT 10 A.M.
TO CONSIDER GENERAL ADMINISTRATION, MAINTENANCE AND MAJOR PLANT BUDGET FOR
1975-76.

PRESENT:	Mr. M.D. Finlay	Vice President (in chair)
	Mr. J.R. Barrett	Treasurer
IN ATTENDANCE:	Mr. A.E. Hobson	Secretary/Manager
APOLOGY FOR ABSENCE:	Mr. H.L. Yelland	President

GENERAL ADMINISTRATION. (Finance Division)

After a general discussion on the items coming under this heading it was decided that as this section of the budget primarily concerned recurring expenses, the Secretary/Manager should deal with it making the necessary adjustments to take account of inflationary trends and also bearing in mind that the expenses of running Nielsen Park will not be borne by the Trust in the next financial year.

However, it was decided that we should ask for \$8,000.00 minimum to cover stores, stationery, office furniture, minor plant etc. (Schedule No. 21) and \$2,000.00 for advertising (Schedule No. 24). The allowances in 1974/75 for these two items were respectively \$4,000.00 and \$250.00 which had put an unwarranted drain on the Special Purposes Account during the current financial year.

MAINTENANCE AND MAJOR PLANT BUDGET. (Operations Division)

This section covers three items only - maintenance of buildings, maintenance of park facilities and the purchase of major plant excluding all items entered under the five year plan.

During the present financial year, at the request of the Director, the first two became fully chargeable to the Special Purposes Account and in view of the current very substantial nature of this account (approximately \$24,000 p.a.) it is anticipated that much general maintenance of buildings and park facilities will remain chargeable to this account, especially in view of the fact that major restoration and development work comes under the five year plan and will be the subject of special grants (Schedule Item 29). Nevertheless we would have nothing to lose by asking for funds to cover these two items and it was decided to ask for \$9,000.00 for Building Maintenance (Schedule Item 10) (1973-74 allocation was \$5,000.00) and \$7,000.00 for park maintenance (Schedule Item 28) (1973-74 allocation was also \$7,000.00, but this included Nielsen Park).

CAPITAL EQUIPMENT.

It was decided to apply for funds to purchase a 30 cwt truck (schedule Item 27), as with the pending "hiveing off" of Nielsen Park we cannot always rely on being able to borrow one from Sydney Harbour National Park even though we currently have a most excellent working arrangement with the District Superintendent.

-2-

We will also re-apply for the replacement of the tractor which is 14 years old and hence approaching the end of its economic life.

Signed as true record

Vice-President

Secretary/Manager

NATIONAL PARKS AND WILDLIFE SERVICE

469/6

145

A/c 213

RECOUP SUMMARY 61

Park code 46

EXPENDITURE FROM ADVANCE A C OF ~~Transferring - in the name of~~

at ~~Voucher --~~ (bank and branch)

for the period ended 19.2.1975, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped	
			\$	c
355	602640	Salaries and wages. w.e. 19.2.1975	1745.	40
356	602641	Public Moneys account. w.e. 19.2.1975	249.	55

TOTAL \$ 1994. 95

Vouchers totalling \$ 1994 - 95 were recouped on

Accountant,

per: *At*

ADVICE OF RECOUPMENT



NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 62 Park code 26

EXPENDITURE FROM ADVANCE A/C OF Voucher for e Historic Site

at Bank of N. A. C. Voucher. (bank and branch)

for the period ended 5th March, 1975, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped	
			\$	c
359	602644	Salaries and wages. w.e. 26.2.1975	1681.	56
360	602645	Public Moneys A/c. Income Tax 26.2.1975	260.	95
361	602646	Francos Trading Coy. Pty. Ltd.	142.	00
364	602649	Comm. of Payroll Tax	354.	83
365	602650	Petty Cash	54.	30

TOTAL \$ 2,493. 64

Vouchers totalling \$ 2,493. 64 were recouped on 20 MAR 1975

Accountant,

per: *[Signature]*

ADVICE OF RECOUPMENT

993/15

147

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 63 Park code 26

EXPENDITURE FROM ADVANCE A/C OF Voucher by e. ioteria ite

at Bank of Maita Vaucluse (bank and branch)

for the period ended 6.3.1975, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped	
			\$	c
362	602647	J. & M.D. Andrew Pty. Ltd.	320.	00
363	602648	Ivor Wilson	260.	00

SPECIAL PURPOSES ACCOUNT
250 - 13 - 26 - 28

TOTAL \$ 580. 00

Vouchers totalling \$ were recouped on

Accountant,

per: /

ADVICE OF RECOUPMENT

RECOUP SUMMARY 64 Park code 26

at _____ Date of Maturity _____ Volume _____ (bank and branch)

for the period ended 12.3.1975, 1975, 1976, 1977, 1978, 1979, 1980, 1981, 1982, 1983, 1984, 1985, 1986, 1987, 1988, 1989, 1990, 1991, 1992, 1993, 1994, 1995, 1996, 1997, 1998, 1999, 2000, 2001, 2002, 2003, 2004, 2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019, 2020, 2021, 2022, 2023, 2024, 2025, 2026, 2027, 2028, 2029, 2030, 2031, 2032, 2033, 2034, 2035, 2036, 2037, 2038, 2039, 2040, 2041, 2042, 2043, 2044, 2045, 2046, 2047, 2048, 2049, 2050, 2051, 2052, 2053, 2054, 2055, 2056, 2057, 2058, 2059, 2060, 2061, 2062, 2063, 2064, 2065, 2066, 2067, 2068, 2069, 2070, 2071, 2072, 2073, 2074, 2075, 2076, 2077, 2078, 2079, 2080, 2081, 2082, 2083, 2084, 2085, 2086, 2087, 2088, 2089, 2090, 2091, 2092, 2093, 2094, 2095, 2096, 2097, 2098, 2099, 2100, 2101, 2102, 2103, 2104, 2105, 2106, 2107, 2108, 2109, 2110, 2111, 2112, 2113, 2114, 2115, 2116, 2117, 2118, 2119, 2120, 2121, 2122, 2123, 2124, 2125, 2126, 2127, 2128, 2129, 2130, 2131, 2132, 2133, 2134, 2135, 2136, 2137, 2138, 2139, 2140, 2141, 2142, 2143, 2144, 2145, 2146, 2147, 2148, 2149, 2150, 2151, 2152, 2153, 2154, 2155, 2156, 2157, 2158, 2159, 2160, 2161, 2162, 2163, 2164, 2165, 2166, 2167, 2168, 2169, 2170, 2171, 2172, 2173, 2174, 2175, 2176, 2177, 2178, 2179, 2180, 2181, 2182, 2183, 2184, 2185, 2186, 2187, 2188, 2189, 2190, 2191, 2192, 2193, 2194, 2195, 2196, 2197, 2198, 2199, 2200, 2201, 2202, 2203, 2204, 2205, 2206, 2207, 2208, 2209, 2210, 2211, 2212, 2213, 2214, 2215, 2216, 2217, 2218, 2219, 2220, 2221, 2222, 2223, 2224, 2225, 2226, 2227, 2228, 2229, 2230, 2231, 2232, 2233, 2234, 2235, 2236, 2237, 2238, 2239, 2240, 2241, 2242, 2243, 2244, 2245, 2246, 2247, 2248, 2249, 2250, 2251, 2252, 2253, 2254, 2255, 2256, 2257, 2258, 2259, 2260, 2261, 2262, 2263, 2264, 2265, 2266, 2267, 2268, 2269, 2270, 2271, 2272, 2273, 2274, 2275, 2276, 2277, 2278, 2279, 2280, 2281, 2282, 2283, 2284, 2285, 2286, 2287, 2288, 2289, 2290, 2291, 2292, 2293, 2294, 2295, 2296, 2297, 2298, 2299, 2300, 2301, 2302, 2303, 2304, 2305, 2306, 2307, 2308, 2309, 2310, 2311, 2312, 2313, 2314, 2315, 2316, 2317, 2318, 2319, 2320, 2321, 2322, 2323, 2324, 2325, 2326, 2327, 2328, 2329, 2330, 2331, 2332, 2333, 2334, 2335, 2336, 2337, 2338, 2339, 2340, 2341, 2342, 2343, 2344, 2345, 2346, 2347, 2348, 2349, 2350, 2351, 2352, 2353, 2354, 2355, 2356, 2357, 2358, 2359, 2360, 2361, 2362, 2363, 2364, 2365, 2366, 2367, 2368, 2369, 2370, 2371, 2372, 2373, 2374, 2375, 2376, 2377, 2378, 2379, 2380, 2381, 2382, 2383, 2384, 2385, 2386, 2387, 2388, 2389, 2390, 2391, 2392, 2393, 2394, 2395, 2396, 2397, 2398, 2399, 2400, 2401, 2402, 2403, 2404, 2405, 2406, 2407, 2408, 2409, 2410, 2411, 2412, 2413, 2414, 2415, 2416, 2417, 2418, 2419, 2420, 2421, 2422, 2423, 2424, 2425, 2426, 2427, 2428, 2429, 2430, 2431, 2432, 2433, 2434, 2435, 2436, 2437, 2438, 2439, 2440, 2441, 2442, 2443, 2444, 2445, 2446, 2447, 2448, 2449, 2450, 2451, 2452, 2453, 2454, 2455, 2456, 2457, 2458, 2459, 2460, 2461, 2462, 2463, 2464, 2465, 2466, 2467, 2468, 2469, 2470, 2471, 2472, 2473, 2474, 2475, 2476, 2477, 2478, 2479, 2480, 2481, 2482, 2483, 2484, 2485, 2486, 2487, 2488, 2489, 2490, 2491, 2492, 2493, 2494, 2495, 2496, 2497, 2498, 2499, 2500, 2501, 2502, 2503, 2504, 2505, 2506, 2507, 2508, 2509, 2510, 2511, 2512, 2513, 2514, 2515, 2516, 2517, 2518, 2519, 2520, 2521, 2522, 2523, 2524, 2525, 2526, 2527, 2528, 2529, 2530, 2531, 2532, 2533, 2534, 2535, 2536, 2537, 2538, 2539, 2540, 2541, 2542, 2543, 2544, 2545, 2546, 2547, 2548, 2549, 2550, 2551, 2552, 2553, 2554, 2555, 2556, 2557, 2558, 2559, 2560, 2561, 2562, 2563, 2564, 2565, 2566, 2567, 2568, 2569, 2570, 2571, 2572, 2573, 2574, 2575, 2576, 2577, 2578, 2579, 2580, 2581, 2582, 2583, 2584, 2585, 2586, 2587, 2588, 2589, 2590, 2591, 2592, 2593, 2594, 2595, 2596, 2597, 2598, 2599, 2600, 2601, 2602, 2603, 2604, 2605, 2606, 2607, 2608, 2609, 2610, 2611, 2612, 2613, 2614, 2615, 2616, 2617, 2618, 2619, 2620, 2621, 2622, 2623, 2624, 2625, 2626, 2627, 2628, 2629, 2630, 2631, 2632, 2633, 2634, 2635, 2636, 2637, 2638, 2639, 2640, 2641, 2642, 2643, 2644, 2645, 2646, 2647, 2648, 2649, 2650, 2651, 2652, 2653, 2654,

TOTAL	..	..	..	..	\$	3233.	53
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Vouchers totalling \$2,250.00 were recouped on 11/15/2011

per: /

ST ROSE: J. V. E. N. B. LIGHT GOVERNMENT PRINTING

NATIONAL PARKS AND WILDLIFE SERVICE

500/23 149

A/c 213

RECOUP SUMMARY 65

Park code 26

EXPENDITURE FROM ADVANCE A/C OF ~~Tasmanian Historic Site~~

at ~~the Tasmanian Historic Site~~ (bank and branch)

for the period ended 12.3.75, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped	
			\$	c
370	602655	J. & M.D. Andrew Pty. Ltd.	363.	20
371	602656	Fisher, Lucas.	1819.	00
372	602657	Tanner, Middleton	410.	49

SPECIAL PURPOSES ACCOUNT
250 - 13 - 26 - 28

TOTAL \$ 2,592. 69

Vouchers totalling \$2072.69 were recouped on 20/11/75

Accountant,

per: [Signature]

ADVICE OF RECOUPMENT

NATIONAL PARKS AND WILDLIFE SERVICE

Summary No. 66

RECOUP SUMMARY

Park code 26

EXPENDITURE FROM ADVANCE A/C OF Vaucluse House Historic Site

at Bank of N.S.W. Vaucluse (bank and branch)

for the period ended 19th March, 1975, 19

Voucher No.	Cheque No.	Claimant	Income Tax *	Amount to be recouped	
				\$	c
378/9	602663/4	Salaries and wages. w.e. 12.3.1975		1761	22
		Group Tax. w.e. 12.3.1975		271.	30
380	602665	Franco Trading		121.	00
383	602668	PMG Dept. Telephone accounts		203.	42
384	602669	Met. Water Sewerage & Drainage Board		9.	45
385	602670	A.J.E. Henry		288.	00
386	602671	Bondi Lawn Mower Service		60.	45
387	602672	Copy-Cat Printing		30.	27
TOTAL TAXATION					
TOTAL TO BE RECOUPED				\$ 2745.	11

Vouchers totalling \$ 1145 were recouped on

Accountant,

per: r

ADVICE OF RECOUPMENT

508/7 151

NATIONAL PARKS AND WILDLIFE SERVICE

Summary No. 67

RECOUP SUMMARY

Park code 26

EXPENDITURE FROM ADVANCE A/C OF Vinylure House Historic Site

at Bank of N. S. Vinylure (bank and branch)

for the period ended 19th March, 1975, 1975

Voucher No.	Cheque No.	Claimant	Income Tax *	Amount to be recouped
				\$ c
381	602666	Ivor Wilson		260. 00
382	602667	J. & M.D. Andrew Pty. Ltd.		330. 00
TOTAL TAXATION				
TOTAL TO BE RECOUPED				\$ 590. 00

SPECIAL PURPOSES ACCOUNT

250 - 13 - 26 - 28

Vouchers totalling \$ 590.00 were recouped on 19th March 1975

Accountant,

per:

ADVICE OF RECOUPMENT

VAUCLUSE HOUSE HISTORIC SITE TRUST

A MEETING OF THE TRUSTEES WILL BE HELD AT VAUCLUSE HOUSE

ON SUNDAY, 13TH APRIL, 1975

AT 9.30 A.M.

A G E N D A

1. Apologies for absence
2. Confirmation of Minutes of Meeting held 16th March, 1975
3. Matters arising from Minutes
4. Correspondence
5. General Business
 - (a) Budget 1975/6 - Report of Executive Meeting
 - (b) Re-asphalting of outer courtyard
 - (c) Proposed charge for parking of cars
6. Reports of sub-committees
 - (i) House Committee
 - (ii) Grounds Committee
 - (iii) Legal, Insurance and P.R. Committee
7. Secretary/Manager's report
8. Finance:

Accounts paid since the last Recoupment Summary was submitted to the Board are as detailed on summaries tabled. These have been passed by N.P. & W.S. and thus formal confirmation by the Board is now requested.
9. Any other business.

A.E. Hobson
SECRETARY/MANAGER

VAUCLUSE HOUSE HISTORIC SITE TRUST

MINUTES OF MEETING HELD AT VAUCLUSE HOUSE HISTORIC SITE
ON SUNDAY, 13TH APRIL, 1975 AT 9.30 A.M.

PRESENT: Mr. H.L. Yelland President (in the Chair)
 Mr. M. Finlay Vice President
 Mr. J.R. Barrett Treasurer
 Mr. G.J. Crouch
 Mr. H.T. Pierce
 Mr. K.R. Doyle
 Mr. P. Cook
 Mr. M. Herford

Mr. H.A. Snelling - Counsellor

IN ATTENDANCE: Mr. A.E. Hobson - Secretary/Manager

MINUTES: The Minutes of the previous meeting were confirmed.

MATTERS ARISING FROM PREVIOUS MINUTES:

1. The President read a letter from the Minister for Lands expressing great satisfaction with his visit on the 7th April, 1975. The meeting warmly welcomed the Minister's appreciation of the efforts being made by the Trustees in the preservation of the House.
2. The Secretary/Manager advised that the \$556.20 long service leave payment due to the next of kin of the late Mr. Frank Irvine of Nielsen Park staff had been paid to his widow.
3. Trimming of Moreton Bay Fig Tree adjacent to Tea Room.
 Mr. Ralph Clark - the tree surgeon recommended by the Service was in attendance and with the aid of photographs explained what he considered was necessary to improve the health of this tree and to make it considerably less of a hazard than it is at the present time. He stressed that it was impossible for anyone to guarantee complete safety of such a large and old tree, but the treatment he was suggesting would, he considered, extend the healthy life of the tree by approximately 100 years. After some close questioning by the Vice-President and Mr. Herford, it was agreed that Mr. Clark's recommendations should be accepted and that the Executive should act upon his written report and quotation for carrying out the work as soon as it was received.

CORRESPONDENCE:

1. Historical Research

Two letters from Mr. Doust - Principal Librarian of New South Wales, responding to one written by the President regarding the casual employment of one of Mr. Doust's staff to carry out historical research from time to time, were read.

It was noted with satisfaction that Mr. Doust agreed to the request and it was left to the President to contact the nominee, a Miss Yvonne Brown.

2. Sydney Harbour National Park.

A letter from the Director regarding the assumption of full control of the management of Nielsen Park on the 1st May, 1975 by the District Superintendent was received and agreement given to all requests made by the Director. The Secretary/Manager was instructed to make a suitable reply.

3. Filming - Vauclose Park.

The Trust gave qualified approval to a request from APA Leisure Time International Limited to make a commercial television film for release in Hong Kong advertising Marlboro cigarettes, but no filming was to take place in the House.

4. Lease for Tea Room.

Two letters were tabled, one from the Director enclosing a draft copy of the proposed lease and the other from Mr. Campbell of Michael, Avenell Catering with supporting documents and plans showing what had been done in the Tea Room since they took over its operation on the 18th October, 1975, and proposals for the future with particular reference to the establishment of a restaurant in addition to the Tea Room.

Mr. Finlay advised that he had received verbal information from Mr. Campbell that Miss Michael had withdrawn from the partnership, but that this would make no difference to the operation of the Tea Room or indeed any other part of their business. The meeting agreed that the Legal Committee, (Messrs. Finlay, Doyle and Crouch) and the Secretary/Manager should continue to deal with this whole matter and to take the necessary action. However, if the Legal Committee considered it desirable at any time, they could ask the President to convene an extra-ordinary meeting of the Trustees to discuss any contentious problems arising from the lease.

GENERAL BUSINESS:

(A) Budget and Estimates for 1975-6 Financial Year.

The minutes of the meeting of the Executive, convened to consider the budget, were read and the recommendations endorsed by the meeting. The Secretary/Manager would prepare all the required detailed documents and forward them to the Director.

(B) Re-asphalting of outer courtyard.

Of five contractors approached for quotations only two had responded; one from A.R.C. Asphalting and the other from Christie and Sons. As the one from Christies' was, at \$2838.00, some \$500 below the price quoted by A.R.C. it was decided to accept the former, especially in view of the fact that Christies' have a good reputation for the specialised application of coloured surfaces.

(C) Proposed charge for parking of cars in the grounds.

After some discussion regarding the economics of this proposal which would involve the employment of a collector, and also the possible adverse effect on the trade at the Tea Room, it was decided to pass this matter over to the Grounds Committee for further consideration.

REPORTS OF SUB-COMMITTEES:

(i) House Committee.

Mr. Herford considered that Mr. Lucas - the architect, was still "hedging" with his recommendations for the restoration and development of the kitchen. After some discussion it was agreed that the House Committee should meet Mr. Lucas to discuss this matter and also question him regarding matters arising from the interim report on the architectural survey. The Secretary/Manager undertook to arrange a mutually convenient date and time for this meeting.

Additionally Mr. Finlay suggested that at an appropriate time it could be useful to ask Mr. Wilkinson and Mr. Rowe,

-3-

both architects, who are members of the "Friends", to read and comment on the report of the architectural survey. The meeting concurred with this suggestion.

Mr. Pierce considered that a careful record should be kept of the date of all restorations. The Secretary/Manager assured him that this was being done and also that an attempt was being made to trace the dates of all previous work and co-relate it to the work in progress at the present time.

(ii) Grounds Committee.

Mr. Barrett reported that a number of large dead trees, which were too big to be dealt with by our own staff, would be felled by Mr. Lunney. General autumn clearance had started and would continue during the next three months. The big clean up of the periphery of the park around the South Paddock could not be started until we knew the result of our application for funds for this work under the five year plan. Likewise re-afforestation could not commence until the clearing had been completed.

(iii) Legal, Insurance and P.R. Committee.

The Vice-President advised that he had looked into the question of visual (micro-film) display advertising in hotel foyers and at the Travel Information Centre, and at the present time advised against using this medium.

Furthermore he considered that definite allocation of finance was necessary to plan a proper publicity campaign. The Treasurer advised that we had applied for \$2,000.00 in the 1975/76 budget and expressed the opinion that our best results would be obtained by advertising in the appropriate columns of the Sydney Morning Herald in conjunction with the President's previous recommendation of taking space in certain educational magazines.

SECRETARY/MANAGER'S REPORT:

This, having been circulated, was accepted.

FINANCE:

Recoup summaries Nos. 61 to 67 were tabled and formally approved by the meeting.

OTHER BUSINESS:

A number of Trustees had recently noticed that quite considerable sums of money had been made available by the Australian Government for restoration of historic buildings and wondered if the Trust would be eligible for such a grant. The Secretary/Manager said that as Vaucluse House was owned by the State Government he was doubtful that we would qualify. However, the President indicated that he would look into this matter.

Mr. Barrett advised that he would be absent from the country during the ensuing four months and requested leave of absence. This was granted.

The President then welcomed Mr. Colin Green, Superintendent of the Sydney Harbour National Park and introduced him to the Trustees.

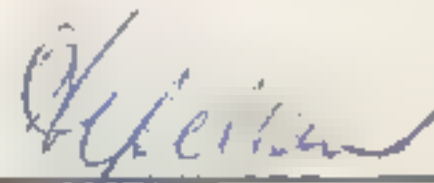
Mr. Green thanked the President for his invitation to meet the Trustees and assured them of his full co-operation should

-4-

they require his assistance at any time.

There being no further business to discuss the President declared the meeting closed at 12.05 p.m.

Signed as a true record



President



Secretary/Manager

VAUCLUSE HOUSE HISTORIC SITE

REPORT FOR APRIL 1975

FROM: Secretary/Manager

TO: The Trustees

Gentlemen,

STAFF

Mrs. P. Hall has had the misfortune to break her ankle and is away from work so I would ask you to forgive any inexpert typing of your papers this month as I have done them myself. It is hoped that Mrs. Hall will be able to resume her duties during the week commencing the 19th. May, but meanwhile Mrs. Hobson is helping out in the office.

Mrs. Kearney was on the sick list for a week with influenza, but has now been able to resume her duties.

VAUCLUSE HOUSE AND ANCILLARY BUILDINGS

(i) Restoration work on the North Wing has taken a little longer than anticipated mainly due to the discovery of an interesting feature in the West wall, which indicates that the roof over the verandah was at one time some two feet lower than it is at the present time. We had to keep the area exposed until Mr. Lucas could arrange for it to be photographed.

(ii) An area of stone-work adjacent to the visitors entrance has been exposed by the removal of numerous layers of paint and I would appreciate it if you would view this after the meeting with a view to authorising the removal of all the paint on this wall and right round under the Western side of the verandah. In the main the stonework exposed is in excellent condition and in the writers opinion it is aesthetically more pleasing than paint. Undoubtedly some sections will require restoration, but if done, the walls will once again be able to breathe and this will materially assist in combating the problem of rising damp.

(iii) New architraves and some frames have been fitted in the Reception Room to replace those eaten out by white ants and the room should be ready for re-opening to the public within the next few days.

(iv) Re-painting of the stables has proceeded well during the month and should be almost completed by the time of the next meeting on the 18th. May.

(v) The House Committee met Mr. Lucas at the House on the 1st. May and had almost three hours discussion with him regarding the Kitchen area and many other matters raised in his interim report. Details will be given to the Meeting by Messrs. Cook and Herford.

(vi) A fresh outbreak of white ant activity was discovered in the costume room and has been treated by Rentokil under our contract.

(vii) I took advantage of the visit of the House Committee on the 1st. May by arranging a visit by a representative of Drystat Pty. Limited to discuss our rising damp problem with them and Mr. Lucas. Literature describing the system and a letter from the Company will be tabled at the meeting under correspondence.

VAUCLUSE PARK

(i) Re-asphalting of the outer courtyard to the East of the House has been completed apart from a final brushing over in about four weeks time. Other minor asphalting repairs have also been carried out whilst Christie's were on the site.

(ii) Eight large dead trees in the Park have been felled by Mr. Lunney and three tall gums trimmed at the rear of the gardener's cottage. Mr. Kearney has spoken very highly of Mr. Lunney's efficiency.

(iii) The official quotation from Mr. Clark for the trimming of the Moreton Bay Fig Tree adjacent to the Tea Room came to hand in the sum of \$1500.00 and with the President's approval the order for the work to be carried out has been placed. Mr. Clark will proceed as soon as he gets back from a job he is doing in Darwin.

Over.....

(iv) On one of my tours of inspection I found that some of the bolts securing the rings in the gates at the North East corner of the Park had rusted through and we were in danger of losing them. New bolts have been fitted where required.

(v) During the month I have had to "warn off" a number of youths tearing round the Beach Paddock on trail bikes.

(vi) The Australian Gaslight Company have relented regarding their decision not to light the Gas Lamps on the Northern Boundary of the Park and they are at the moment re-furbishing them one by one at their workshops and getting the whole system back into working order again. However, if vandalism starts again this winter, they may have to re-consider their decision. I have promised that we will keep our eyes on the lights to the best of our ability.

LEASE OF TEA ROOM

Due to the prolonged illness of Mr. Campbell, it has not been possible to finalise this matter, although I have had an interview with Mrs. Avenell and clarified a number of points. The remainder she will discuss with Mr. Campbell and come back to me as soon as possible. I have kept the Vice-President and the Service Legal Department advised of these negotiations.

NIELSEN PARK

In accordance with your decision at the last meeting I handed over the management of Nielsen Park and its staff to the District Superintendent on the 1st. May 1975. Mr. & Mrs. H. Westbrook departed from Greycliffe House on the 2nd. ~~April~~^{May}, so that Mr. Westbrook could take up his appointment as Senior Ranger-in-Charge, Myall Lakes on the 5th. May. All our former staff at Nielsen have been taken over by the Service, they have been paid by us up to the 30th. ~~April~~^{May}, and have been given their tax certificates up to that date. The only matter outstanding is the long service leave payment due to Mrs. Westbrook as this is being determined by the Public Service Board.

I have arranged to hand over all remaining relevant documents concerning Nielsen Park to Superintendent Green during the week commencing 19th. May 1975.

A.E. Hobson.
SECRETARY/MANAGER

FINANCIAL REPORTAPRIL 1975Admissions to Vaucluse House

<u>Ticket Values</u>	<u>No. of admissions</u>	<u>Income</u>
60¢	5196	\$ 3117 . 60
30¢	950	285 . 00
20¢	978	195 . 00
Coach Tours & Party		
Admissions by Voucher		
60¢	644	386 . 40
30¢	292	87 . 60
20¢	47	9 . 40
	<u>8107</u>	<u>4081 . 60</u>

Admissions-Nielsen Park Pool(closed 13.4.75)

30¢	948	284 . 40
10¢	553	55 . 30
	<u>1501</u>	<u>339 . 70</u>

Comparative Cumulative Totals- Vaucluse House Admissions

Financial Year	1973/4	1974/5
(44 weeks)	76,684	80,158

REVENUE

Total revenue inclusive of admissions, sales, rents etc., was \$7517.86 of which, general revenue due to the N.P. & W.S. was £ 4397.56, whilst £3120.30 was credited to the Special Purposes Account. This latter figure, due to the high number of admissions for the time of the year coupled with better than average counter sales, is over £1000.00 more than forecast. Therefore, the Special Purposes Account is in as healthy a condition as it was in March despite heavy expenditure during April.

BUDGET

Returns from the Finance Department of the N.P. & W.S. show that whilst we are operating within overall allocations in the General Account for the first nine months of the current financial year, we have exhausted the funds made available for general stores, maintenance of buildings and park facilities. Items falling in these categories, have therefore, of necessity had to be charged to the Special Purposes Account.

SPECIAL PURPOSE ACCOUNT

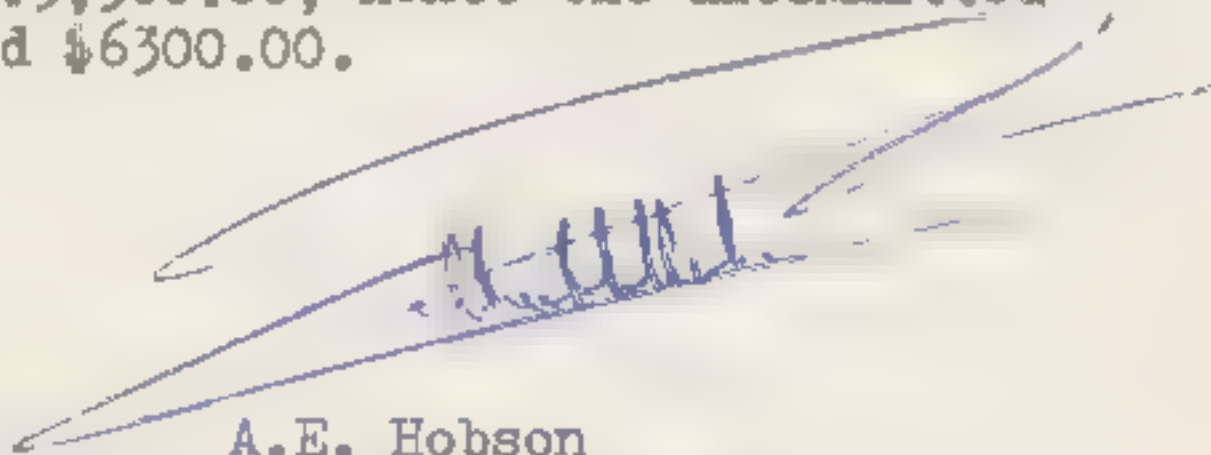
<u>ITEM</u>	<u>Dr.</u>	<u>Cr.</u>
BY: Balance brought forward at 1.4.75		£ 10704 . 01
TO: Ivor Wilson-Carpentry	£ 286 . 00	
J. & M.D. Andrew-plastering etc..	160 . 00	
Deveson Jahn-Link Rake for Tractor	1030 . 00	
D.H. Cameron-Security lighting etc..	408 . 79	
S. Micallef-Clock repairs	160 . 00	
Ivor Wilson-carpentry	208 . 00	
Campbell Bros. Frangasan for Toilets	42 . 50	
J. & M.D. Andrew-plastering etc..	265 . 00	
Ivor Wilson-Carpentry	156 . 00	
Dunn Electronics-Burglar Alarm Service	75 . 00	
H.T. Houghton-painting(prog. payment)	500 . 00	
J. M.D. Andrew-plastering etc..	265 . 00	
Ivor Wilson-Carpentry	244 . 00	
BY: Revenue		3120 . 30
TO: Balance carried forward at 30.4.75	10024 . 02	
	<u>13824 . 31</u>	<u>13824 . 31</u>

OVER.....

MAJOR COMMITMENTS

Architectural Survey(completion Stage 1)	\$ 500 . 00
Various Painting Jobs(approx.)	1500 . 00
Repairs to North Wing of House(plastering)	300 . 00
Carpentry Jobs-various	500 . 00
Electrical Work(approx.)	1000 . 00
Asphalting Courtyard & sundry repairs elsewhere	2900 . 00
Contigencies-say	500 . 00
	7200 . 00

Therefore, the approximate amount available in the Special Purposes Account at 1.5.75 is \$2824.02. Projected revenue for the last two months of the financial year is approximately \$3,500.00, hence the uncommitted capital available to 30.6.1975 is around \$6300.00.



A.E. Hobson
SECRETARY/MANAGER

NATIONAL PARKS AND WILDLIFE SERVICE

Summary No. 68

RECOUP SUMMARY

Park code 26

4 APR 1975

EXPENDITURE FROM ADVANCE A/C OF Vaucluse House, 1st flc, 110at Bank of N.S.W. Vaucluse (bank and branch)for the period ended 26th March, 1975, 19

Voucher No.	Cheque No.	Claimant	Income Tax *	Amount to be recouped
				\$ c
388	602673	Salaries and wages. w.e. 19.3.75		2705. 78
389	602674	Public Moneys A/c Group Income tax. w.e. 19 3.1975		749. 95
390	602675	G. Marler. Plumber		18. 00
391	602676	Dr. Love.		6. 50
392	602677	Caltex Oil		132. 14
394	602679	Gibson Chemicals Pty. Ltd.		177. 00
396	602681	FMD's Dept. Vaucluse House		147. 21
TOTAL TAXATION				
TOTAL TO BE RECOUPED			\$	3936. 48 ⁵

Vouchers totalling \$..... were recouped on

Accountant,

per: *CM*

ADVICE OF RECOUPMENT

317/16

162

NATIONAL PARKS AND WILDLIFE SERVICE

Summary No. 69

RECOUP SUMMARY

Park code 26

14 APR 1975

EXPENDITURE FROM ADVANCE A/C OF Vaucluse ~~Vaucluse~~ ~~Bank of N.S.W.~~ ~~Vaucluse~~ (bank and branch)
at Bank of N.S.W. Vaucluse
for the period ended 26th Mar. 1975, 19

Voucher No.	Cheque No.	Claimant	Income Tax *	Amount to be recouped
393	602678	Tanner Middleton Pty. Ltd.		\$ 147. 85 ^c
395	602680	A.J.E. Henry		79. 00
TOTAL TAXATION				
TOTAL TO BE RECOUPED				\$ 226. 85

Vouchers totalling \$ 226.85 were recouped on 14 APR 1975

Accountant,

per: *[Signature]*

ADVICE OF RECOUPMENT

NATIONAL PARKS AND WILDLIFE SERVICE

Summary No. 521/11 70 70

RECOUP SUMMARY

Park code 26

EXPENDITURE FROM ADVANCE A/C OF Voucher 2 1975 Historic Site

at Bank of N.S.W. Yanclose (bank and branch)

for the period ended 2nd April, 1975, 19

Voucher No.	Cheque No.	Claimant	Income Tax *	Amount to be recouped
397	602682	Ivor Wilson		286. 00
398	602683	J. & M.D. Andrew		160. 00
399	602684	Deveson Jahn		103. 00
402	602687	D.H. Cameron		408. 79
400	606691	S. Micallef		160. 00
TOTAL TAXATION				
TOTAL TO BE RECOUPED				\$ 2044. 79

SPECIAL PURPOSES ACCOUNT
250 - 13 - 26 - 28

Vouchers totalling \$ 2044. 79 were recouped on

Accountant,

per: P.D.

ADVICE OF RECOUPMENT

NATIONAL PARKS AND WILDLIFE SERVICE

Summary No. 76 71

RECOUP SUMMARY

Park code 23

EXPENDITURE FROM ADVANCE A/C OF ~~Voucher~~ ~~re-iteris site~~
at ~~11/11/71~~ (bank and branch)
for the period ended ~~31/12/71~~, 19

Voucher No.	Cheque No.	Claimant	Income Tax *	Amount to be recouped
				\$ c
400	602685	Salaries and wages. w.e. 26.3.1975		2320. 03
401	602686	Public Moneys Account. w.e. 26.3.1975 Group income tax		392. 00
403	602688	Copy Cat		22. 00
404	602689	Lynch Distributors		13. 47
405	602690	Kodak		374. 85
407	602692	Lynch Distributors Pty. Ltd.		50. 92
TOTAL TAXATION				
TOTAL TO BE RECOUPED				\$ 3163. 87

Vouchers totalling \$ ~~3163.87~~ were recouped on ~~1/1/72~~

Accountant,
per: ~~AM~~

ADVICE OF RECOUPMENT

NATIONAL PARKS AND WILDLIFE SERVICE

Summary No. 72

APR 1975

RECOUP SUMMARY

Park code 26

EXPENDITURE FROM ADVANCE A/C OF Vanuatu House, historic site

at Bank of N.S.A. Vanuatu (bank and branch)

for the period ended 9th April, 1975, 1975

Voucher No.	Cheque No.	Claimant	Income Tax *	Amount to be recouped
				\$ c
408	602693	Salaries and wages. w.e. 2.4.1975		2095. 43
409	602694	Public Accounts A/c. w.e. 2.4.1975		406. 50
410	602695	Petty Cash expenses		42. 98
411	602696	J. Griffin		12. 00
412	602697	Mrs. A. York		556. 20
413	602698	Comm. of Payroll Tax		456. 07
414	602699	Francis Trading Co.		159. 00
TOTAL TAXATION				
TOTAL TO BE RECOUPED			\$	3,728. 18

Vouchers totalling \$ 3,728.18 were recouped on 22.4.75

Accountant,

per: |

ADVICE OF RECOUPMENT

NATIONAL PARKS AND WILDLIFE SERVICE

Summary No. 73

24 APR 1975

RECOUP SUMMARY

Park code 26EXPENDITURE FROM ADVANCE A/C OF Vaucluse Historic Siteat Vaucluse, Bank of N.S.W. Vaucluse (bank and branch)for the period ended 31st April, 1975, 19

Voucher No.	Cheque No.	Claimant	Income Tax *	Amount to be recouped
				\$ c
415	602700	Ivor Wilson.		208 00
SPECIAL PURCHASES ACCOUNT 250 - 13 - 26 - 28				
TOTAL TAXATION				
TOTAL TO BE RECOUPED			\$	208. 00

Vouchers totalling \$ 208-00 were recouped on

Accountant,

per: JSN

ADVICE OF RECOUPMENT

569/18

167

NATIONAL PARKS AND WILDLIFE SERVICE

Summary No. 74

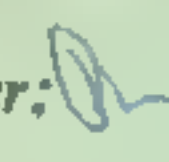
RECOUP SUMMARY

Park code 26EXPENDITURE FROM ADVANCE A/C OF Vaucluse National Parkat Bank of N.S.W. Vaucluse (bank and branch)for the period ended 16th April, 1975, 19

Voucher No.	Cheque No.	Claimant	Income Tax *	Amount to be recouped	
				\$	c
416	602701	Salaries and wages. w.e. 9.4.1975		2203.	18
417	602702	Group Tax. w.e. 9.4.1975		392.	06
418	602703	Eastern Suburbs Lime & Cement Store		11.	95
420	602705	Caltex Oil (Aus) Pty. Limited		15.	62
421	602706	Dr. C. Love		13.	00
424	602709	Franco Trading Coy. Pty. Ltd.		171.	00
TOTAL TAXATION					
TOTAL TO BE RECOUPED				\$ 2806.	81

Vouchers totalling \$ 2806-81 were recouped on

Accountant,

per: 

ADVICE OF RECOUPMENT

509/19

168

NATIONAL PARKS AND WILDLIFE SERVICE

Summary No. 75

RECOUP SUMMARY

Park code 26

EXPENDITURE FROM ADVANCE A/C OF Victoria

at Victoria (bank and branch)

for the period ended 31.12.19

Voucher No.	Cheque No.	Claimant	Income Tax *	Amount to be recouped
				\$ c
419	602704	Campbell Brothers Ltd.		42. 2
422	602707	J. & M. Andrew Pty. Ltd.		205. 0
423	602708	Ivor Wilson		150. 0
TOTAL TAXATION				
TOTAL TO BE RECOUPED				\$ 463. 20

SPECIAL PURPOSES ACCOUNT
250 - 13 - 26 - 28

Vouchers totalling \$ 463-20 were recouped on

Accountant,

per: 

ADVICE OF RECOUPMENT

NATIONAL PARKS AND WILDLIFE SERVICE

Summary No. 76

14 MAY 1975

RECOUP SUMMARY

Park code 26

EXPENDITURE FROM ADVANCE A/C OF Vaucluse House Historic Site
at Bank of N.S.W. Vaucluse (bank and branch)
for the period ended 16th April, 1975, 19

Voucher No.	Cheque No.	Claimant	Income Tax *	Amount to be recouped
425	602710	John Electric		75. 00
426	602711	Salaries and wages. w.e. 16.4.1975		1769. 84
427	602712	Group Tax. w.e. 16.4.1975		306. 46
429	602714	M.S. McLeod		74. 08
TOTAL TAXATION				2150. 38
TOTAL TO BE RECOUPED			\$	2037.0000

Vouchers totalling \$ were recouped on

Accountant,

per: 

ADVICE OF RECOUPMENT

569107

170

NATIONAL PARKS AND WILDLIFE SERVICE

Summary No. 77

RECOUP SUMMARY

Park code 26EXPENDITURE FROM ADVANCE A/C OF 569107at Bank of N.S.W. Vanuatu (bank and branch)for the period ended 23rd April, 1975, 19

Voucher No.	Cheque No.	Claimant	Income Tax *	Amount to be recouped
				\$ c
425	602710	Dunn Electronics		75. 00
428	602713	H.T. Houghton		500. 00
430	602715	J. & M.D. Andrew Pty. Ltd.		265. 00
431	602716	Ivor Wilson		244. 00
SPECIAL PURPOSES ACCOUNT 250 - 13 - 26 - 28				
TOTAL TAXATION				
TOTAL TO BE RECOUPED			\$	1084. 00

Vouchers totalling \$ 1084.00 were recouped on

Accountant,

per: 

ADVICE OF RECOUPMENT

THE UNIVERSITY OF CHICAGO

NAME		ADDRESS		CITY	
1	2	3	4	5	6
7	8	9	10	11	12
13	14	15	16	17	18
19	20	21	22	23	24
25	26	27	28	29	30
31	32	33	34	35	36
37	38	39	40	41	42
43	44	45	46	47	48
49	50	51	52	53	54
55	56	57	58	59	60
61	62	63	64	65	66
67	68	69	70	71	72
73	74	75	76	77	78
79	80	81	82	83	84
85	86	87	88	89	90
91	92	93	94	95	96
97	98	99	100	101	102



THE UNIVERSITY OF CHICAGO

LIBRARY

CHICAGO, ILL.

1900

NATIONAL PARKS AND WILDLIFE SERVICE

Summary No. 78

14 MAY 1975

RECOUP SUMMARY

Park code 26

EXPENDITURE FROM ADVANCE A/C OF Vanuatu Income Tax Act

at Port of Vila, Vanuatu (bank and branch)

for the period ended 30.4.1975, 19

Voucher No.	Cheque No.	Claimant	Income Tax *	Amount to be recouped
				\$ c
432	602717	Salaries and wages. w.e. 23.4.1975		2430. 91
433	602718	Public Moneys Account " "		394. 75
434	602719	PLG Telephone account		133. 34
435	602720	Maritime Services Board		2. 00
436	602721	Copy Cat Printing		21. 60
437	602722	Domino Eqt. Pty. Ltd.		119. 15
438	602723	Perfection Plate.		93. 85
439	602724	Eastern Suburbs Lime & Cement		16. 87
TOTAL TAXATION				3212. 47
TOTAL TO BE RECOUPED			\$	

Vouchers totalling \$ 3212-47 were recouped on

Accountant,

per:

ADVICE OF RECOUPMENT

NATIONAL PARKS AND WILDLIFE SERVICE

Summary No. 79

14 MAY 1975

RECOUP SUMMARY

Park code 26

EXPENDITURE FROM ADVANCE A/C OF Vaucluse House Historic Site

at Bank of N.S.W. Vaucluse (bank and branch)

for the period ended 30.4.1975, 19

Voucher No.	Cheque No.	Claimant	Income Tax *	Amount to be recouped
				\$ c
440	602725	Ivor Wilson		208. 00
441	602726	J & M.D. Andrew		228. 00
SPECIAL FUNDING ACCOUNT 250 - 13 - 26 - 28				
TOTAL TAXATION				
TOTAL TO BE RECOUPED			\$	436. 00

Vouchers totalling \$ 436. 00 were recouped on 14 MAY 1975

Accountant,

per: 

ADVICE OF RECOUPMENT

TRUSTEES OF VAUCLUSE HOUSE HISTORIC SITE

A MEETING OF THE TRUSTEES WILL BE HELD AT VAUCLUSE HOUSE ON
SUNDAY, 18th. MAY 1975
AT 9.30 A.M.

A G E N D A

1. Apologies for absence.
2. Confirmation of Minutes of the Meeting held 13th. April 1975
3. Matters arising from the Minutes.
4. Correspondence.
5. General Business.
 - (a) To receive the new "National Parks & Wildlife Act 1974" (Act No 80) and to note matters therein relating to Trustees.
 - (b) To note the new corporate name for the Trustees of this site as shown at the head of this Agenda.
 - (c) To authorise the manufacture of a new Corporate Seal.
 - (d) To receive and either approve or disapprove of proof transparencies of the site to replace those currently on sale.
6. Reports of sub-committees.
 - (i) House Committee.
 - (ii) Grounds Committee.
 - (iii) Legal, Insurance and P.R. Committee.
7. Secretary/Manager's Report.
8. Finance.

Accounts paid since the last Recoupment Summary was submitted to the Board are as detailed on summaries tabled. These have been passed by N.P. & W.S. and formal confirmation by the Board is now requested.
9. Any other business.

A.E. Hobson.
SECRETARY/MANAGER.



TRUSTEES OF VAUCLUSE HOUSE HISTORIC SITE

MINUTES OF MEETING HELD AT VAUCLUSE HOUSE
ON SUNDAY, 18TH MAY, 1975

PRESENT: Mr. H.L. Yelland President (in the Chair)
Mr. G.J. Crouch
Mr. H.T. Pierce
Mr. M. Herford

Mr. H.A. Snelling - Counsellor

IN ATTENDANCE: Mr. A.E. Hobson - Secretary/Manager

APOLOGIES FOR ABSENCE: Messrs. Finlay, Doyle, Cook

ON LEAVE OF ABSENCE: Mr. J.R. Barrett

MINUTES: The minutes of the previous meeting were confirmed after noting that Mr. Snelling was absent and had sent apologies.

MATTERS ARISING FROM PREVIOUS MINUTES:

(a) Trimming of Moreton Bay Figs

The action of the Executive in engaging Mr. Ralph Clarke to carry out this work was approved.

(b) Re-asphalting of Outer Courtyard

It was noted that this had been completed and all members present expressed satisfaction with the work.

CORRESPONDENCE:

- (i) A quotation from Alert Alarm Systems for additions to the burglar alarm system was received, but before making any decision it was agreed that Mr. Pierce and the Secretary/Manager should re-consider the recommendations made by the Police Department at the time the existing system was installed some four years ago and if considered necessary contact the Police Department for further recommendations.
- (ii) A circular from Avon Print Pty. Ltd., offering for sale limited editions of old prints was considered and it was decided to purchase one copy each of "North View of Sydney, 1824" by J. Lycett and "The Gap, South Head" by E. Thomas.
- (iii) A letter from the "Golden Committee" of The Royal New South Wales Institute for Deaf and Blind Children requesting the use of the Drawing Room in July for a charitable recital by Geoffrey Chard, baritone and Geoffrey Parsons, pianist was considered and subject to this committee agreeing to certain safeguards relating to security etc., approval was given.
- (iv) A letter from the Director thanking the Trust for its co-operation in transferring the administration of Nielsen Park into his care was noted with satisfaction.
- (v) A letter from Drystat Pty. Ltd., written subsequent to a meeting of the House Committee with their General Manager, Mr. D.J. van Dommelen, to discuss the problem of rising damp in the walls was considered. In view of the fact that a similar system had been highly successful in controlling rising damp in Gilberthorpe's Room it was agreed in principle that electro-osmosis systems should gradually be installed in all walls subject to rising damp, prior to re-decoration.

GENERAL BUSINESS:

(a) National Parks and Wildlife Act, 1974

The new Act was considered and special note taken of the sections relating to Trustees of sites. The Secretary/Manager was requested to obtain six extra copies so that each Trustee and Counsellor may have his own copy.

(b) New Corporate name.

The meeting noted that the new corporate name as defined by the Act was "Trustees of Vaucluse House Historic Site".

(c) Corporate Common Seal

The Secretary/Manager was authorised to have a new corporate common seal made and be custodian thereof.

(d) New transparencies - Views of House and ancillary buildings

The members present expressed satisfaction with the proof transparencies produced by Mr. Thompson and authorised the Secretary/Manager to phase out the current series and replace them with reproductions from the new proof set.

REPORTS OF SUB-COMMITTEES

(i) House Committee

The President tabled a letter which he had received from Mr. Lucas regarding the kitchen. After the contents of the letter had been discussed, Mr. Herford moved that action be taken as follows on Mr. Lucas' recommendations:-

- (1) That the bricked up section of the fireplace be removed and the stove restored as we believe it to have been during W.C. Wentworth's occupation of the House.
- (2) That the draught screening wall be demolished, but that all bricks and tiles be carefully preserved and stored.
- (3) That a suitable mantleshef be fixed in the position as revealed by recent examinations of the chimney breast.
- (4) That the stonework of the chimney breast be restored and repaired, the area above the mantleshef being re-rendered and the area below being painted matt white so that the form of the stonework is not obscured.
- (5) That the matter of a hood above the mantleshef be held in abeyance pending further research.
- (6) That action be taken on the water-storage tank to the west of the chimney-breast in accordance with advice to be sought from the Technological Museum.

In seconding the motion the President suggested that our Honorary Consultant Architect, Mr. Webber be asked to view the kitchen prior to putting the work in hand and the Secretary/Manager should make sure that all necessary photographs of existing structures concerned had been taken.

The motion was unanimously approved by the meeting and the President's recommendations endorsed.

(ii) Grounds Committee

Mr. Pierce reported that a number of dead trees had been felled and that the autumn clearing and re-planting was proceeding according to schedule.

(iii) Legal, Insurance and F.R. Committee

The Secretary/Manager reported that in the continuing absence through illness of Mr. Campbell, Manager of Michael Avenell Catering Company he had interviewed Mrs. Avenell with a view to finalising the terms of the lease for the tea room. Some matters under query had been satisfactorily cleared up, but with the few remaining, Mrs. Avenell felt that she could not proceed without further consultation with her partner, Mr. Campbell. She had promised to clarify the position as soon as possible.

The Secretary/Manager had verbally advised the Vice-President and the Legal Department of the Service of the results of the interview with Mrs. Avenell and both had agreed that no more could be done at the moment.

Mr. Crouch then tabled a letter he had received from the Vice-President, the first paragraph of which endorsed the information given relating to the lease.

Two subsequent paragraphs dealt with advertising. The first of these concerned the use of the House and Grounds for filming by commercial advertisers. Trustees present considered that with increasing demand a definite policy should be established, but that detailed discussion should be deferred until the next meeting when it was hoped that Messrs. Finlay and Doyle would be present.

The second indicated that the sub-committee would shortly have some firm recommendations to make to the Board regarding an advertising brochure for the site.

The final paragraph of the letter expressed support for the "Friends" to hold a musical soiree in the House at some future unspecified time. Trustees present indicated that any application to hold such a function would be most favourably considered and looked forward to receiving more information on this proposal.

Discussion then reverted to the prolonged illness of Mr. Campbell of M.A.C.C. and some members present expressed concern regarding the effect of this on the economic viability of the lessees of the Tea Rooms.

The Secretary/Manager advised that Mrs. Avenell appeared to be coping very well during her partner's enforced absence, and that the rental was always paid promptly. Messrs. Pierce and Herford felt that some check should be made on the present financial soundness of M.A.C.C. and it was agreed that the Secretary/Manager should request our bank manager to make the necessary enquiries with his opposite number at the Paddington Branch of the Bank of N.S.W.

SECRETARY/MANAGER'S REPORT:

This having been circulated was accepted and in respect of the rather sudden departure of Mr. Harry Westbrook to take up his

new position as Senior Ranger I/C Mayall Lake, it was agreed that the President should write a letter of appreciation to Mr. and Mrs. Westbrook for their services to the Trust over a period of nearly twenty years.

FINANCE:

Recoup summaries Nos. 68 to 79 were tabled and formally approved by the meeting.

OTHER BUSINESS:

At the request of the Secretary/Manager the meeting then adjourned to the House to inspect an experimental removal of paint from the stonework on the external wall of the House adjacent to the visitors' entrance. In view of its excellent state of preservation, it was agreed that subject to the approval of our architect, Mr. Lucas, all the paint should be removed from this wall and right around under the western tower block.

The Trustees then examined the interior of the foundations exposed by the removal of the floor boards and rotten joists in Gilberthorpe's Room and agreed that no restoration should be carried out until Mr. Lucas had carried out an inspection and taken all necessary photographs.

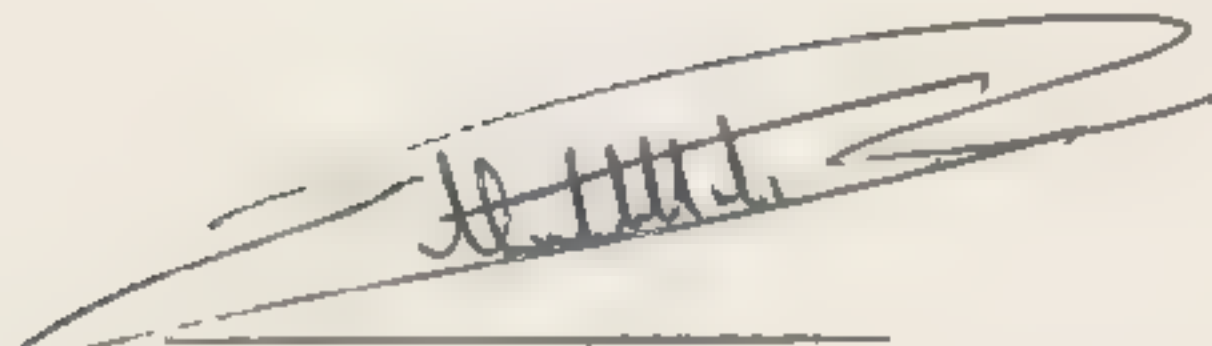
As there was no further business to discuss the President declared the meeting closed at 11.35 a.m.

Signed as a true record



President

15.6.75



Secretary/Manager

VAUCLUSE HOUSE HISTORIC SITEReport for May, 1975

FROM: Secretary/Manager

TO: The Trustees

STAFF

Mrs. P. Hall's ankle took a little longer to mend than originally anticipated and she was not able to resume her duties until the 26th May.

Park worker, Mr. T. Whitty resigned his position at the end of the month to take up an appointment in Sydney with the Indian Government Information Service. He has been replaced by Mr. Thomas Hughes, an experienced gardener formerly with St. Catherine's School as gardener/handyman for 8½ years. It is hoped that he will prove to be a valuable assistant to the Head Gardener.

Park worker, Mr. Tony Simpson proceeded on three weeks leave at the end of the month.

VAUCLUSE HOUSE and ANCILLARY BUILDINGS

(1) Restoration work on the North Wing has been completed and re-painting of the walls in a stone coloured matt acrylic paint as recommended by Mr. Lucas is being carried out.

(2) The costume case from the China Room and the display case from the end of the second floor landing in the west wing have been transferred to the new museum area in the Stables.

(3) Mr. Lucas, after examining the foundations in "Gilberthorpe's Room" has requested that we do not instal the new joists and re-floor until he has had time to think about his findings and done some research work. He has very grave doubts if this room was a bed-sitting room at all originally.

(4) The external woodwork of the Boardroom has been repaired and repainted to match that on the stables.

(5) The case in the Costume Room which was damaged by white ants has been repaired.

(6) The patchwork quilt on the bed in Miss Wentworth's room has, through the good offices of Mrs. G. Kiernan been examined by experts at the School of Needlework who have pronounced it irreparable as the type of material, used originally, cannot be matched to-day and the existing fabrics are so delicate that they would "tear away" as soon as a thread was put into them. In an attempt to preserve the quilt and hold it together Mrs. Kiernan will, if the Trust approves, cover it with a fine transparent net which will permit the colours of the fabrics to "show through".

VAUCLUSE PARK

(i) Mr. Ralph Clarke has commenced surgery on the Moreton Bay Fig Tree adjacent to the Tea Room; it is anticipated that eventually the weight of timber removed will be in the region of twenty-five tonnes. All small branches are being put through the "chipper" thus providing a useful stock-pile of chips for weed control around bushes in the formal gardens.

(ii) The trunks of trees felled by Mr. Lunney have been trimmed and cut into suitable lengths for use as natural-looking barriers surrounding the public car park and to prevent cars being driven into other areas where

soil impactation is damaging tree roots and shortening the life of the trees.

Old Dressed Stone.

At the request of the President I examined the stone foundations of a row of cottages in Pitt Street, Redfern which are being demolished by Mr. Blackman and have "ear-marked" it for the Trust. Mr. Blackman showed me markings on the stone which almost certainly prove that the stone was cut and dressed by convicts in the early part of the 19th century. In the writer's opinion it will be most valuable in carrying out future restorations to the fabric of the House. It is estimated that about 15 tons of the stone will be made available to us. There will be no charge for it apart from the cost of transport.

Offer of an 1868 open carriage originally owned by the MacArthur Family.

"Out of the blue" a Mr. Brian D. Thornton of Mosman telephoned the writer and asked if the Trust would like to have this carriage on permanent loan. At the instigation of the President, Mr. Herford and the writer arranged to view the carriage which is in very fair condition and subject to Trust approval the offer has been accepted. It is considered that this carriage will constitute a much more appropriate exhibit in the Coachhouse than the Cobb & Co. Coach.

Acquisitions

Through the good offices of Mr. P. Cook and with the approval of the President, two very fine mid-19th century hanging lamps have been purchased to replace the two nondescript globes in the china and period costume rooms. Whilst "rummaging" in the loft over the Boardroom the writer found a very ornate, but dirty and damaged hall lamp of mid-19th century design. I think it can be restored and used to replace the 20th century globe in the hall between the courtyard and the kitchen.

A small polished 19th century Australian cedar hall table has also been acquired to fill the space left at the end of the first floor corridor in the west wing when the information case was removed to the museum.

The prints of "The Gap, South Head" by Edmund Thomas and "North View of Sydney" by Joseph Lycett have been purchased from Avon Fine Prints and are being suitably framed.

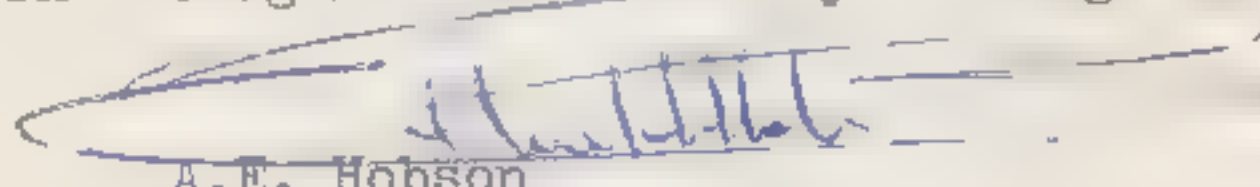
Bank Report on Michael Avenell Catering Company.

As requested at the last meeting of Trustees I asked Mr. Swan, Manager of the Vaucluse Branch of the Bank of N.S.W. to check on the financial standing of M.A.C.C. with their bank manager at the Paddington Branch. The report is as follows:-

1. A well established and expanding company.
2. A good cash flow
3. Excellent liquidity.
4. Pay all accounts promptly.
5. They have no commitments which they cannot meet with ease.

Architectural Survey.

Early in the month Mr. Lucas and his assistant were busy making a final check of measurements, etc., in the House and I have received proof copies of five of the measured drawings. Mr. Lucas hopes to furnish his report on the external fabric of the building in time for the meeting on the 15th June. In order that Trustees may have some time to study this document, the architectural survey has been omitted as an agenda item for the June meeting, but will be included in the agenda for the July meeting.


A.E. Hobson
SECRETARY/MANAGER

FINANCIAL REPORT

May, 1975

<u>Admissions to Vaucluse House</u>	<u>No. of Admissions</u>	<u>Income</u>
<u>Ticket Values</u>		
60¢	4265	\$2559. 00
30¢	1156	346. 80
20¢	1224	244. 80
<u>Coach Tours and Party</u>		
<u>Admissions by voucher:</u>		
60¢	411	246. 60
30¢	96	28. 80
20¢	150	30. 00
	<u>7302</u>	<u>\$3456. 00</u>

Comparitive Cumulative Totals

<u>Financial Year</u>	<u>1973/74</u>	<u>1974/75</u>
48 weeks	83,863	87,460

Revenue

Total revenue inclusive of admissions, sales, rents etc. was \$5,508. 92 of which general revenue due to the N.P. & W.S. was \$2,878.02 whilst \$2,630.90 was credited to the Special Purposes Account. Once again the amount credited to the Special Purposes Account exceeds the forecast by over \$800 which is very gratifying.

Budget

Returns from the Finance Department of the N.P. & W.S. show that we are operating within overall allocations up to 30.4.75 on the General Account; whilst good fluidity is being maintained in the special Purposes Account due to a better than anticipated cash flow into this account during the past three months.

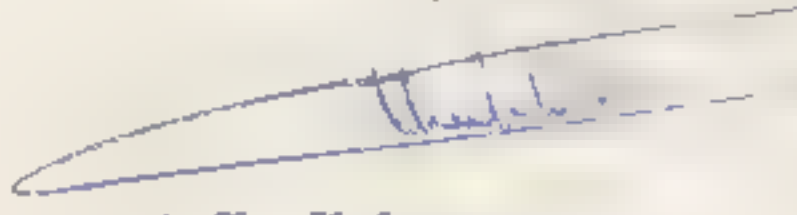
SPECIAL PURPOSES ACCOUNT

<u>Item</u>	<u>Dr.</u>	<u>Cr.</u>
BY: Balance brought fwd. at 1.5.75		\$10024. 02
TO: Ivor Wilson - Carpentry	\$208. 00	
J & MD Andrew - plastering etc.	228. 00	
Ivor Wilson - Carpentry	260. 00	
J & MD Andrew - plastering etc.	262. 00	
R.T. Houghton - painting	400. 00	
V. Lunney - tree felling	550. 00	
R.Clark - Tree surgeon consultation	15. 00	
Dunn Electronics. Burglar Alarm Sys.	29. 50	
Lane Ltd. fertilisers, etc.	128. 44	
Grafton Galleries. Polishes	13. 00	
David Christie. asphalt repairs	345. 00	
Ivor Wilson - Carpentry	104. 00	
J & MD Andrew - plastering	235. 00	
Eastern Suburbs L. & C. Coy.		
Sundry items	74. 98	
J & MD Andrew - plastering	268. 00	
Ivor Wilson - carpentry	260. 00	
R.T. Houghton - painting	300. 00	
David Christie.	2838. 00	
Wormald International. Contract Ser-		
vice to Fire Alarm System	301. 57	
Ivor Wilson - Carpentry	156. 00	
BY REVENUE:		2630. 90
TO: Balance carried fwd. at 31.5.75	<u>6976. 49</u>	
	<u>\$12654. 92</u>	<u>\$12654. 92</u>

Major Commitments

Architectural Survey	\$ 500.	00
Painting - approximately	1000.	00
Carpentry work	500.	00
Electrical work	1000.	00
Tree Surgery	1500.	00
Contingencies - say	500.	00
Restoration of chimney breast in kitchen. approx.	1000.	00
	<u>\$6000.</u>	<u>00</u>

Therefore the approximate amount available in the Special Purposes Account at 1.6.75 is \$976.49. Projected revenue for the last month of the financial year is approximately \$1600. 00 hence the uncommitted capital available to 30.6.75 is about \$2576.49.


A.E. Hobson
SECRETARY/MANAGER.

31417

18

NATIONAL PARKS AND WILDLIFE SERVICE

Summary No. 78

80

19 MAY 1975

RECOUP SUMMARY

Park code 26

EXPENDITURE FROM ADVANCE A/C OF Bank of N.S.W. Vancluse

at Bank of N.S.W. Vancluse (bank and branch)

for the period ended 7th May, 1975, 1975

Voucher No.	Cheque No.	Claimant	Income Tax *	Amount to be recouped
442/3	602727/8	Salaries & wages. v.e. 22.4.75 } Group Tax. }		\$ 255. 24
444	602729	J.H. Griffin		14 50
445	602730	Comm. of Payroll Tax		516 65
TOTAL TAXATION				
TOTAL TO BE RECOUPED				\$2585. 79

Vouchers totalling \$ 2585.79 were recouped on

Accountant,

per: *[Signature]*

ADVICE OF RECOUPMENT

6/9/75

NATIONAL PARKS AND WILDLIFE SERVICE

Summary No. 29

183
81

RECOUP SUMMARY

20 MAY 1975

Park code 26

EXPENDITURE FROM ADVANCE A/C OF Yarrumbidgee Irrigation
at Bank of New South Wales - Murrumbidgee (bank and branch)
for the period ended 7.4.75, 19

Voucher No.	Cheque No.	Claimant	Income Tax *	Amount to be recouped
				\$ c
✓ 446	602731	Ivor Wilson		260. 00
✓ 447	602732	J. & M.D. Andrew Pty. Ltd.		262. 00
TOTAL TAXATION				
TOTAL TO BE RECOUPED				\$ 522. 00

SPECIAL PURPOSES ACCOUNT
250 - 13 - 26 - 20

Vouchers totalling \$ 522-00 were recouped on

Accountant,
per: *[Signature]*

ADVICE OF RECOUPMENT

NATIONAL PARKS AND WILDLIFE SERVICE

Summary No. 82

RECOUP SUMMARY

Park code 26

EXPENDITURE FROM ADVANCE A/C OF Vaucluse House Historic Site

at Bank of New South Wales (bank and branch)

for the period ended 5th May, 1975

Voucher No.	Cheque No.	Claimant	Income Tax *	Amount to be recouped
				\$ c
448	602733	Salaries & Wages-nett w/e 7.5.75		1136. 30
449	602734	Tax in talw -ts pd. into public monys	a/c	174. 80
450	602735	Frans Trading Co. P/L		68. 00
451	602736	ditto		175. 00
TOTAL TAXATION				
TOTAL TO BE RECOUPED			\$	1554. 10

Vouchers totalling \$ 1554. 10 were recouped on

Accountant,

per 

22 MAY 1975

ADVICE OF RECOUPMENT

NATIONAL PARKS AND WILDLIFE SERVICE

Summary No. 83

RECOUP SUMMARY

Park code 26

EXPENDITURE FROM ADVANCE A/C OF Voucher House Historic Site
 at Bank of New South Wales, Newcastle (bank and branch)
 for the period ended 9th May, 1975

Voucher No.	Cheque No.	Claimant	Income Tax *	Amount to be recouped
452	602737	R.T. Houghton		\$ 400 . 00
453	602738	V. Lunney (ADAM Tree Service)		550 . 00
TOTAL TAXATION				
TOTAL TO BE RECOUPED				\$ 950 . 00

SPECIAL PURPOSES ACCOUNT

250-13-26-28

Vouchers totalling \$ 950 were recouped on _____

Accountant,

per: 

ADVICE OF RECOUPMENT

NATIONAL PARKS AND WILDLIFE SERVICE

Summary No. 82

RECOUP SUMMARY

Park code 26

EXPENDITURE FROM ADVANCE A/C OF Vaucluse House historic site

at The Bank of New South Wales, Vaucluse. (bank and branch)

for the period ended 16th. May, 1975

Voucher No.	Cheque No.	Claimant	Income Tax *	Amount to be recouped
454	602739	Special Purposes Account		\$ c
455	602740	ditto		
456	602741	ditto		
457	602742	ditto		
458	602743	ditto		
459	602744	Caltex Oil(Australia) Pty. Limited,		102 . 70
460	602745	Metropolitan Water, Sewerage & D. Board		293 . 79
461	602746	Perfection Plate Pty, Limited		131. 78
462	602747	Salaries & Wages w/e 14.5.75 nett		1138 . 69
463	602748	Income tax due from wages w/e 14.5.75		172. 85
464	602749	Ivor Wilson-Carpenter (spec. purposes a/c)		604 . 00
465	602750	Special Purposes Account		
466	602751	Petty Cash		53 . 89
TOTAL TAXATION				
TOTAL TO BE RECOUPED			\$	1893 . 70

Vouchers totalling \$ 1893 - 70 were recouped on _____

Accountant,

per:

22 MAY 1975

ADVICE OF RECOUPMENT

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NATIONAL PARKS AND WILDLIFE SERVICE

Summary No. 85

RECOUP SUMMARY

Park code 26

EXPENDITURE FROM ADVANCE A/C OF Vaucluse House Historic Site
at Bank of New South Wales -- Vaucluse (bank and branch)
for the period ended 16th. May, 1975

Voucher No.	Cheque No.	Claimant	Income Tax *	Amount to be recouped
				■ c
454	602739	Ralph H. Clark-Tree Surgeon		15 . 00
455	602740	Dunn Electronics		29 . 50
456	602741	Lane Ltd.,-Rural Division		128 . 44
457	602742	The Grafton Galleries		13 . 00
458	602743	David Christie & Sons Pty. Limited		345 . 00
464	602749	Ivor Wilson-Carpenter		104 . 00
465	602750	J. & M.D. Andrew Pty. Limited		235 . 00
TOTAL TAXATION				
TOTAL TO BE RECOUPED				\$ 869 . 94

SPECIAL PURPOSE ACCOUNT

250-13-26-28

Vouchers totalling \$ 869.94 were recouped on

Accountant, .
per [Signature]

ADVICE OF RECOUPMENT

669/17

NATIONAL PARKS AND WILDLIFE SERVICE

Summary No. 86

8 JUN 1975

RECOUP SUMMARY

Park code 26EXPENDITURE FROM ADVANCE A.C OF Virginia Park Wildlife Siteat Virginia Park Wildlife Site (bank and branch)for the period ended 26.5.1975, 19

Voucher No.	Cheque No.	Claimant	Income Tax *	Amount to be recouped
467	602752	Francos Trading Coy. Pty. Ltd. 8 12.5.75 to 19.5.75		\$ c 81. 00
468	602753	Sydney County Council		331. 87
469	602754	Copy Cat Printing		38. 52
472	602757	Salaries and wages. w.e. 22.5.75		1114. 16
473	602758	Group Tax. w.e. 22.5.1975		163. 35
479	602764	Francos Trading Co. Pty. Ltd.		100. 00
TOTAL TAXATION				
TOTAL TO BE RECOUPED				\$ 1828. 90

Vouchers totalling \$ 1828-90 were recouped on 15 JUN 1975

Accountant,

per: *[Signature]*

ADVICE OF RECOUPMENT

NATIONAL PARKS AND WILDLIFE SERVICE

Summary No. 87

RECOUP SUMMARY

Park code 26

EXPENDITURE FROM ADVANCE A/C OF W. J. & M. D. Andrew Pty. Ltd.

at W. J. & M. D. Andrew Pty. Ltd. (bank and branch)

for the period ended 20.5.1.75, 1975

Voucher No.	Cheque No.	Claimant	Income Tax *	Amount to be recouped
470	602755	Eastern Suburbs Lime & Cement Store		\$ 74. 98
471	602756	J. & M.D. Andrew Pty. Ltd.		268. 00
474	602759	Ivor Wilson. Carpenter		260. 00
475	602760	R.T. Houghton.		300. 00
476	602761	David Christie		2838. 00
477	602762	Wormald International		301. 57
478	602763	Ivor Wilson. Carpenter		156. 00
TOTAL TAXATION				
TOTAL TO BE RECOUPED				\$ 4198. 55

SPECIAL PURPOSES ACCOUNT

250 - 13 - 26 - 28

Vouchers totalling \$ 4198.55 were recouped on 20.5.1.75

Accountant,

per: [Signature]

ADVICE OF RECOUPMENT

NATIONAL PARKS AND WILDLIFE SERVICE

Summary No. 88

JUN 1975

RECOUP SUMMARY

Park code 26

EXPENDITURE FROM ADVANCE A/C OF 602123
at Bank of N.S.W. Vaucluse (bank and branch)
for the period ended 3rd June, 1975, 19

Voucher No.	Cheque No.	Claimant	Income Tax *	Amount to be recouped
				\$ c
482	602767	Salaries and wages. w.e. 28.5.75		1433. 61
483	602768	Public Moneys A/c. w.e. 28.5.75		229. 30
486	602771	Weststaff Pty. Ltd.		68. 20
487	602772	Dr. F.J. Harvey		72. 20
488	602773	Dr. Henry Gayst		13. 00
489	602774	The Prince of Wales Hospital		30. 00
490	602775	Castrol Aus. Pty. Ltd.		32. 56
TOTAL TAXATION				
TOTAL TO BE RECOUPED				\$ 1678. 87

Vouchers totalling \$ were recouped on

Accountant,
per:

ADVICE OF RECOUPMENT

NATIONAL PARKS AND WILDLIFE SERVICE

Summary No. 89

RECOUP SUMMARY

Park code 26

11 JUN 1975

EXPENDITURE FROM ADVANCE A/C OF unincorporatedat Bank of N.S.W. Yagoiuse (bank and branch)for the period ended 3rd June, 1975, 19

Voucher No.	Cheque No.	Claimant	Income Tax *	Amount to be recouped
				\$ c
480	602765	J. & M.D. Andrew Pty. Ltd.		110. 00
481	602766	Newports Nurseries		52. 65
484	602769	Avon Print Pty. Ltd.		24. 00
485	602770	K.T. Houghton		332. 00
491	602776	Berger Paints		124. 65
TOTAL TAXATION				
TOTAL TO BE RECOUPED			\$	643. 30

Vouchers totalling \$ 643.30 were recouped on 11 JUN 1975Accountant, [Signature]per: [Signature]

ADVICE OF RECOUPMENT

THE JOURNAL OF THE

ROYAL SOCIETY OF MEDICINE

Vol. 10

1917

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TRUSTEES OF VAUCLUSE HOUSE HISTORIC SITE

A MEETING OF THE TRUSTEES WILL BE HELD AT VAUCLUSE HOUSE ON

SUNDAY, 15TH JUNE, 1975

AT 9.30 A.M.

A G E N D A

1. Apologies for absence.
2. Confirmation of Minutes of the Meeting held 18.5.1975.
3. Matters arising from Minutes.
4. Correspondence.
5. General Business:
 - (a) Concert in the Drawing Room on 13.7.75 organised by "The Golden Committee" of the Royal N.S.W. Institute for Blind and Deaf Children.
 - (b) Offer of 1868 Open Carriage (please see Secretary/Manager's Report).
 - (c) Offer of dressed stone (please see Secretary/Manager's Report).
6. Reports of sub-committees.
 - (i) House Committee
 - (ii) Grounds Committee
 - (iii) Legal, Insurance and PR. Committee
 - (iv) Museum
7. Secretary/Manager's Report.
8. Finance.

Accounts paid since the last Recoupment Summary was submitted to the Board are as detailed on summaries tabled. These have been passed by N.P. & W.S. and formal confirmation by the Board is now requested.
9. Any other business.

A.E. Hobson
SECRETARY/MANAGER

TRUSTEES OF VAUCLUSE HOUSE HISTORIC SITE

MINUTES OF MEETING HELD AT VAUCLUSE HOUSE
ON SUNDAY, 15TH JUNE, 1975

PRESENT: Mr. H.L. Yelland - President (in the Chair)
 Mr. M. Finlay - Vice President
 Mr. K.R. Doyle
 Mr. M. Herford

 Mr. H.A. Snelling - Counsellor

IN ATTENDANCE: Mr. A.E. Hobson - Secretary/Manager

APOLOGIES FOR ABSENCE: Messrs. Pierce and Cook

ON LEAVE OF ABSENCE: Mr. J.R. Barrett

MINUTES:

 The minutes of the previous meeting were confirmed.

MATTERS ARISING FROM PREVIOUS MINUTES:

- (a) Arising from the quotation for a supplementary burglar alarm system, it was agreed that the somewhat obtrusive red fire alarm bell should be overpainted in a stone colour.
- (b) Messrs. Finlay and Doyle requested that when available, copies of the new colour 35 mm transparencies be obtained for use in the advertising brochure they are preparing. The Secretary/Manager suggested that the 5" x 3" transparencies used in the preparation of the new series of post cards and coloured letter-card folder would reproduce better in a brochure and undertook to approach the Interpretations Division of N.P. & W.S. with a view to these being made available when the printers had finished with them.
- (c) The President read a copy of the letter which he had sent to Mr. Harry Westbrook thanking them for their services to the Trust since 1955. The meeting heartily approved of the contents of this letter.
- (d) The Secretary/Manager reported that, in accordance with instructions received, the stone walls adjacent to the visitors' entrance had been examined by the architect Mr. Clive Lucas, who had approved of the complete removal of existing paint. Work was therefore proceeding.

CORRESPONDENCE:

- (i) The President read to the meeting a long letter he had received from the Secretary of the "Friends of Vaucluse House", and followed this up by reading the reply he had felt it necessary to write. The Trustees present fully concurred with the contents of the President's letter which had resulted in a meeting between representatives of the Trust and committee members of the "Friends" which had clarified the basic relationship between the two bodies and, it was hoped, laid the foundation for a better understanding between them.

Arising from the foregoing and after considerable discussion it was resolved that:-

- (a) The Trust's representatives on the committee of the "Friends" should after each Trust meeting convey to the Honorary Secretary of the "Friends" relevant information which would be of general interest to all members of that organisation and that the Committee of the "Friends" should be encouraged to transmit such information to the general membership in the form of a regular news bulletin.

(b) The "Friends" should communicate with the Trust, on any matter of importance, in a formal manner, i.e. by letter.

(c) There should be more personal contact between the Trustees and members of the "Friends" Committee and, to encourage this, the President would invite the latter to meet the Trustees for informal discussions at 11.00 a.m. on Sunday, 17th August, 1975.

(d) The "Friends" committee meetings should be encouraged to operate on a more formal basis with a written agenda and the keeping of proper minutes.

(e) The "Friends" committee should be encouraged to involve their rank and file membership more closely in the organisation's activities.

(f) That, in specific instances, qualified or knowledgeable members of the "Friends" be asked to comment on certain of the Trust's projects. e.g. Mr. Rowe and Mr. Wilkinson to be asked to comment on the Reports of the Architectural Survey: Revision of Guide Book.

(g) Minutes of Trustees' Meetings are confidential and will not be made available to the "Friends".

The President undertook to convey the Trust's resolutions to the Honorary Secretary of the "Friends" in writing.

- (ii) The President tabled a letter he had received from Mr. Lucas the architect, together with invoices received by the Secretary/Manager indicating that he had misunderstood instructions received regarding the "ceiling" cost of the architectural survey.

The meeting reviewed the relevant correspondence and unanimously agreed that the Secretary/Manager's letter of the 11th April, 1975 was quite clear and unequivocal in stating that the cost of the survey was not to exceed \$3,000.00.

In view of the fact that the invoices submitted exceeded this figure by some \$1900.00 three Trustees initially expressed the view that the Trust should sever its connection with the firm of Fisher, Lucas forthwith. However, after further discussion it was resolved that the President and the Secretary/Manager should interview Mr. Lucas and be empowered to reach an agreement with him.

- (iii) A letter was received from a Miss Diane Armstrong requesting permission for her forthcoming marriage to take place in the grounds on Saturday, 19th July at noon. Permission was granted.

- (iv) The President read a personal letter which he had received from Captain Lusher (RAN Ret'd) - a former Trustee. All members present asked the President to send their kindest regards to Captain Lusher and his wife when replying.

GENERAL BUSINESS

(a) Concert in Drawing Room.

Despite an objection raised by the Committee of the "Friends", it was unanimously agreed that the decision to permit this concert, which was being organised by the "Golden Committee" of the Royal N.S.W. Institute for Blind and Deaf Children, should not be rescinded.

(b) Offer of 1868 Open Carriage

It was unanimously agreed to accept the generous offer of the loan of this coach, formerly owned by the Macarthur Family, from Mr. Brien D. Thornton of Mosman. The Secretary/Manager was instructed to make all necessary arrangements with Mr. Thornton and in particular ascertain its value for insurance purposes and the proposed minimum period of the loan.

(c) Offer of old dressed stone

The Trustees accepted with great pleasure this offer from the demolition contractor, Mr. Blackmore and also agreed that a letter of thanks be sent to Mr. K.W. Hodgetts of Woollahra for his public spirited action in advising us of the availability of this excellent restoration material.

REPORTS OF SUB-COMMITTEES

(i) House Committee

Mr. Herford reported on progress made in the kitchen area and requested Trust approval to purchase for \$85.00 a simple pine bench, circa 1865, which he felt would be eminently suitable for the kitchen. Approval was given.

(ii) Grounds Committee

As Mr. Barrett and Mr. Pierce were unavoidably absent from the meeting, the Secretary/Manager briefly reported progress being made in connection with the trimming of the big Moreton Bay Fig Tree and other general winter clearing in the grounds.

In order to study more closely the type of garden possibly existing in Wentworth's day, the President suggested that the Trust should purchase a book entitled "The English Garden" a copy of which had recently been lent to him by Mr. Snelling. Purchase was approved.

(iii) Legal, Insurance and P.R. Committee

The Vice-President reported that he had interviewed Mrs. Avenell again regarding the lease of the tea room and all parties were now in agreement regarding its format.

The proposed publicity brochure had already been discussed under "matters arising".

(iv) Museum

Mr. Snelling reported on the progress made in the preparation of exhibits.

He had also interviewed our historical researcher - Miss Yvonne Brown and had asked her to investigate a number of matters. It was anticipated that she would be supplying the information requested in the near future.

SECRETARY/MANAGER'S REPORT

It was agreed, that in view of the information received from the School of Needlework that the patchwork quilt from "Miss Wentworth's Bedroom" was too delicate to repair, that Mrs. Kiernan's offer to attempt to preserve it with a covering of fine net be gratefully accepted.

The remainder of the report was approved and accepted.

FINANCE

Recoup summaries Nos. 80 to 89 were tabled and formally accepted by the meeting.

OTHER BUSINESS

The President advised that he had approached the Director regarding the feasibility of obtaining a substantial grant from the Commonwealth Government for restoration work. The Director was of the opinion that an application for such a grant would probably be favourably considered. It was agreed that this matter should be discussed more fully at the July meeting.

The Trustees then adjourned to the kitchen to view the partly

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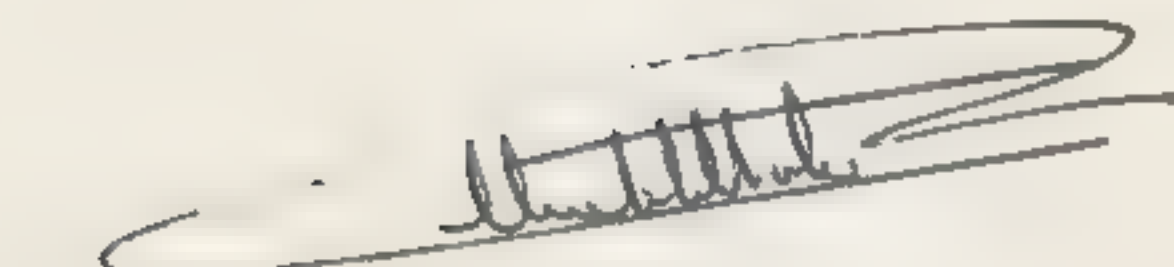
"opened up" fireplace and the area from which the wind-break had been removed. All present expressed great satisfaction with the improved appearance of the kitchen resulting from the work. It was agreed that some further opening up of the fireplace as approved by the architect should be carried out and that an investigatory removal of some plaster and render around the stove in the scullery should be undertaken.

The Trustees then returned to the boardroom and as there was no further business to discuss, the Chairman declared the meeting closed at 12.35 p.m.

Signed as a true record.



President



Secretary/Manager

20. 7. 75

VAUCLUSE HOUSE HISTORIC SITE

Report for June, 1975

FROM: Secretary/Manager

TO: The Trustees

The presence of the Government auditors from the 24th June to the 8th July, coupled with squaring off the General Account at the end of the financial year has, of necessity, involved the Secretariat in a fair amount of extra work during that period. Apart from a few suggestions aimed at making their work easier next time the auditors appeared to be satisfied with the way the books are being kept. The fact that they completed their work in a fortnight as opposed to the three months it took them to sort things out at the last audit shortly after my appointment in 1973, indicates that we are now running on the right lines. The implementation of their suggestions will I hope enable them to complete future audits inside a week.

STAFF

There have been no staff changes during the month. Some members of the grounds staff have been absent sick for short periods during the month.

Mr. and Mrs. John Kearney will proceed on leave for three weeks commencing on Friday, 18th July, 1975

VAUCLUSE HOUSE AND ANCILLIARY BUILDINGS

- (1) Repainting of the walls under the north wing verandah has been completed.
- (2) All paint that could be removed with a blow-lamp has been stripped from the stonework of the west tower block. The remainder is being removed by various other methods. Mr. Lucas has expressed himself as being very pleased with the results so far.
- (3) The draught-screen or wind-break adjacent to the kitchen chimney breast has been demolished together with much of the infilling brickwork in the original fireplace. This work is being carried out in stages so that Mr. Lucas - the architect can make a detailed examination of the material removed.
- (4) An area of paint and plaster has been removed from around the fuel stove in the scullery. As in the kitchen a large infilling of brick has been revealed and everything points to this having also been an open fireplace when Wentworth built the kitchens. Mr. Lucas is to examine this work and the kitchen fireplace on Friday, 18th July, 1975.
- (5) The hot water storage tank in the kitchen has been examined by a Mr. Davis from the staff of the Technological Museum and he will be submitting his report in due course. He will also attempt to ascertain the age of the ranges in the kitchen and scullery.
- (6) Our collection of swords and firearms have been examined by the President and Secretary of the Australian Antique Arms Society. They have offered to personally repair and re-furbish them free of charge and to give a technical report on each weapon.
- (7) Mr. and Mrs. Weekes who are back in Sydney for three months have collected the two dining chairs with blue seat covers from the Guests' Dining Room which they had loaned to the Trust. They did not match the Dining Room suite and I personally think the room looks better without them.
- (8) Stocks of the new coloured folder with eleven views of the House and grounds have been received from Roden Print and are now on sale. A sample will be provided at the next meeting for examination.
- (9) Detective Sergeant Filewood of the N.S.W. police has examined the present security system in the House and will be submitting his report and recommendations in the near future.

VAUCLUSE PARK

- (1) Due to inclement weather and the resulting softness of the ground Mr. Ralph Clarke has not been able to complete the trimming of the Moreton Bay Fig Tree adjacent to the Tea Room. As soon as the ground is hard enough to take the 20 tonne weight of the crane, he will finish the job.

(ii) Storms during the month resulted in the loss of five more trees and the breaking of many branches. It took the grounds staff almost a fortnight to effect a complete "clean-up".

(iii) New planting and much pruning has been carried out. Despite a long spell of bad weather and the resultant extra work this has involved, I think Trustees will find the gardens looking quite good for the time of the year.

ARCHITECTURAL SURVEY.

In accordance with your instructions at the last meeting I advised Mr. Lucas, in writing, not to proceed any further with the survey. On the 2nd June Mr. Lucas was interviewed by the President and the writer regarding the excessive account he had rendered for his services. The President will report on this meeting to the Board on the 20th July, 1975.

A.E. Hobson
SECRETARY/MANAGER

FINANCIAL REPORTJUNE, 1975

<u>Admissions to Vaocluse House</u>	<u>No. of Admissions</u>	<u>Income</u>
<u>Ticket Values</u>		
60¢	3061	\$1836. 60
30¢	582	174. 60
20¢	520	104. 00
<u>Coach Tours and Party</u>		
<u>Admissions by Voucher:</u>		
60¢	235	141. 00
30¢	165	49. 50
20¢	<u>721</u>	<u>144. 20</u>
	5284	\$2449. 90

Comparative Cumulative Totals

<u>Financial Year</u>	<u>1973/74</u>	<u>1974/75</u>
52 weeks	89,405	92,744

REVENUE

Total revenue inclusive of admissions, sales, rents etc. was \$3,633.90 of which general revenue due to the N.P. & W.S. was \$2,020.95 whilst, \$1612.95 was credited to the Special Purposes Account.

BUDGET

Returns from the Finance Department of the N.P. & W.S. show that we have operated within the overall budget figure for the eleven months to 31.5.1975 and a reasonable credit balance is shown in the Special Purposes Account.

SPECIAL PURPOSES ACCOUNT

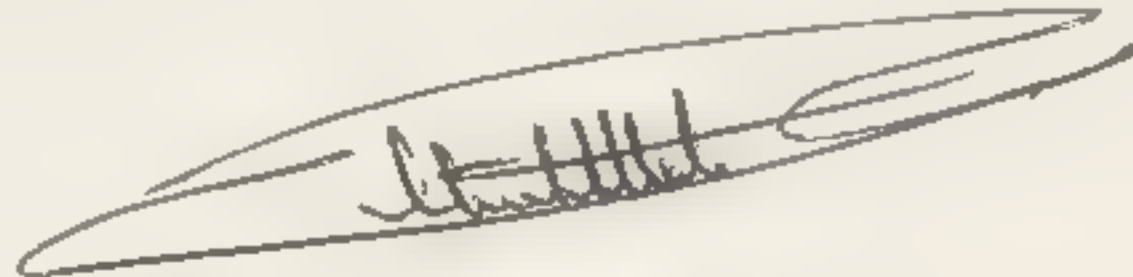
<u>Item</u>	<u>Dr.</u>	<u>Cr.</u>
BY: Balance brought fwd at 1.6.75		6976. 49
TO: J & MD Andrew P/L. Investigations - kitchen	\$110. 00	
Newport Nurseries - Plants	52. 65	
Avon Print - 2 prints	24. 00	
RT Houghton - Painting	332. 00	
Berger Paints - Paint	124. 65	
Ivor Wilson - Carpentry	260. 00	
Tanner & Middleton - Timber	288. 75	
G. Marler - Plumbing	47. 00	
Ivor Wilson - Carpentry	260. 00	
Campsie Chain Saw - saw sharpening etc.	34. 20	
Eastern Sub. L. & C. Sundry stores	40. 77	
Bondi Lawn Mower Service - repairs	18. 40	
Tanner & Middleton - Timber	28. 08	
R.B. Wyper - Photocopying paper	43. 50	
News.Eastern Sub. Newspapers - Advert.	21. 60	
Peter Isaacson Publications - Advert	40. 00	
BY: Revenue		1612. 95
TO: Balance carried fwd at 30.6.75	6863. 84	
	<u>\$8589. 44</u>	<u>\$8589. 44</u>

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Major Commitments

	\$	c
Architectural Survey (\$500 min. \$2500 max) say	2500.	00
Other architect's fees	320.	50
Painting	952.	00
Cleaning paint from West Tower	520.	00
Chimney breast restorations etc. Kitchen and scullery	1200.	00
Carpentry work	500.	00
Electrical work	800.	00
Tree surgery	150.	00
	<u>\$8292.</u>	<u>50</u>

Therefore, the approximate amount required to enable the Trust to meet known committed expenditure is \$1418.66 in excess of what is currently available in the Special Purposes Account. This situation is entirely due to the Consultant Architect exceeding the amount allocated for the architectural survey. July revenue should make up this projected deficit providing no further commitments are entered into for a period of one month.



A.E. Hobson
SECRETARY/MANAGER

710/8

201

NATIONAL PARKS AND WILDLIFE SERVICE

Summary No. 90

RECOUP SUMMARY

Park code 26

EXPENDITURE FROM ADVANCE A/C OF Vaucluse House Historic Site

at Bank of N.S.W. Vaucluse (bank and branch)

for the period ended 10th June, 1975, 1975

Voucher No.	Cheque No.	Claimant	Income Tax *	Amount to be recouped
492	602777	Salaries and wages. w.e. 4.6.75		1001. 87
493	602778	Public Moneys A/c. w.e. 4.6.75		146. 05
494	602779	S.P. A/c		
495	602780	J.H. Griffin		13. 50
496	602781	Comm. of Payroll Tax.		191. 49
497	602782	Franco Trading		129. 00
498	602783	Caltex Oil Pty. Ltd.		86. 44
499	602784	Edward H. O'Brien		41. 40
500	602785	S.P. A/c		
501	602786	G.I.C. of N.S.W.		997. 35
502	602789	S.P. A/c		
TOTAL TAXATION				
TOTAL TO BE RECOUPED				\$ 2607. 10

Vouchers totalling \$ 2607.10 were recouped on 10th June 1975

Accountant,

per: 

ADVICE OF RECOUPMENT

NATIONAL PARKS AND WILDLIFE SERVICE

Summary No. 91

19 JUN 1975

RECOUP SUMMARY

Park code 26

EXPENDITURE FROM ADVANCE A/C OF [REDACTED] IS: [REDACTED]

at Bank of N.S.W. Vaucluse (bank and branch)

for the period ended 10th June, 1975 19

Voucher No.	Cheque No.	Claimant	Income Tax *	Amount to be recouped
494	602779	Ivor Wilson. Carpentry		\$ 260. 00
500	602785	Tanner Middleton Pty. Ltd.		288. 75
502	602789	G. Marler		47. 00
SPECIAL PURCHASES ACCOUNT 250 - 13 - 26 - 28				
TOTAL TAXATION				
TOTAL TO BE RECOUPED			\$	595. 75

Vouchers totalling \$ 595.75 were recouped on 1/1/81

Accountant,

per:

ADVICE OF RECOUPMENT

733/17
NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 92 Park code 26

EXPENDITURE FROM ADVANCE A/C OF Voucher No. 602788 Historic Siteat 13th June, 1972 (bank and branch)for the period ended 13th June, 1972, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped	
			\$	c
503	602788	Ivor Wilson	260.	00
507	602792	Campsie Chain Saw	34.	20
508	602793	Eastern Suburbs Lime & Cement	40.	77
509	602794	Bondi Lawn Mower Service	18.	40
510	602795	Tanner Middleton Pty. Ltd.,	28.	08
511	602796	R.B. Wyper Pty. Ltd.	43.	50
514	602799	Eastern Suburbs Newspaper	21.	60
515	602800	Peter Isaacson Publications	40.	00

SPECIAL PURCHASES ACCOUNT
250 - 13 - 26 - 28

TOTAL S 486. 55

Vouchers totalling \$ 486.55 were recouped on 13th June, 1972

Accountant,

per: [Signature]

ADVICE OF RECOUPMENT

NATIONAL PARKS AND WILDLIFE SERVICE

Summary No. 93

RECOUP SUMMARY

Park code 26

EXPENDITURE FROM ADVANCE A.C OF

at (bank and branch)

for the period ended 1st June 1975, 1975

Voucher No.	Cheque No.	Claimant	Income Tax *	Amount to be recouped
				\$ c
504	602789	Salaries and wages. w.e. 11.6.75		1123 33
505	602790	Public Moneys A/c/ Group Tax. "		170. 10
506	602791	Petty Cash		47. 70
512	602797	Copy Cat Printing		21. 60
513	602798	Aus. Gas Light Coy .		31. 80
TOTAL TAXATION				
TOTAL TO BE RECOUPED			\$	1394. 53

Vouchers totalling \$ 1394.53 were recouped on

Accountant,

per: 

ADVICE OF RECOUPMENT

764/14
NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

26 JUN 1975

RECOUP SUMMARY 94

Park code 26

EXPENDITURE FROM ADVANCE A/C OF ~~Salisbury District~~

at ~~Bank of New Zealand~~ (bank and branch)

for the period ended 19.6.1975, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped	
			\$	c
516	22501	Salaries and wages. w.e. 18.6.75	1092.	98
517	22502	Group Tax. w.e. 18.6.1975	155.	15

TOTAL \$ 1248. 13

Vouchers totalling \$1248.13 were recouped on

Accountant,

per. 

ADVICE OF RECOUPMENT

13/2

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

15 JUL 1975

RECOUP SUMMARY 95

Park code 28 /EXPENDITURE FROM ADVANCE A/C OF Vaucluse Historic Siteat Bank of N.S.W. Vaucluse N.S.W. (bank and branch)for the period ended 30th June, 1975, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped
518	222503	Salaries and wages. w.e. 25.6.1975	1329 ^{\$} . 44 ^c
519	222504	Public Moneys Account. w.e. 25.6.1975	263. 75
520	222505	Wages. w.e. 25.6.75. Supplementary amount for holiday pay	289. 03
521	222506	Public Moneys A/c Supplementary amount	23. 60
522	222507	10 cents already recouped, but drawn to reconcile Advance A/c (see cheque 602719 of 28.4.1975)	

TOTAL \$ 1905. 82

Vouchers totalling \$ 1905-82 were recouped on

Accountant,

per. *[Signature]*

ADVICE OF RECOUPMENT

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